

2009 GUIDELINES FOR HOUSTON SURVIVOR CHALLENGE VENDING

The Event

Houston Survivor Challenge is a two day outdoor event. These guidelines pertain to Houston Survivor Challenge ('HSC'), and its offering of space on the event grounds for the day(s) of the event. HSC reserves the sole right to approve the participation of any applying exhibitor or vendor. Applications are accepted on a space available basis. You will be notified by email or phone for space approval.

Your Space

Regular exhibitor/vendor spaces and food/beverage vendor spaces are rented in 10' x 10' spaces.

HSC provides the booth space(s). Tables and chairs are not provided. Canopies are available on a first come basis.

Vendor spaces are available on a first-come, first-served basis. HSC reserves the sole right to place exhibitors and vendors in any location HSC deems appropriate. Please note any special requirements on your application.

Limited electricity will be provided at some vending spaces on a first come, first serve basis

Your Participation

You must arrive in line at 500 block of Preston, across Wortham Center, between Babgy and Smith in downtown Houston between 7:30 am and 8:15 am. This is where you will receive booth assignments and location. Booths must be opened and staffed for the entirety of the event, Saturday, 9 am to 5 pm and Sunday 9 am to 4 pm.

Permits

It is the vendor's responsibility to deal with any necessary permits and/or licenses. All approved food/beverage vendors must submit a copy of their Food Vending Permit to HSC within 5 days of the event.

Cleaning Charges/Fees

HSC expects vendors to abide by the "leave it as you found it" principle. HSC reserves the right, and will charge, any exhibitor/vendor a \$50 cleaning fee should they leave their space(s) in a condition that requires additional cleaning. Your organization/business agrees to pay this fee, if imposed, as a condition of participating in the event.

Food and Beverage Vendors

HSC expresses its wishes to promote local businesses and restaurants. Local establishments will be given priority on food/beverage spaces available. Potential food and beverage vendors must contact the Food and Beverage Vending Chair before submitting application.

HSC wishes to support a reduced environmental impact and requests that all food and beverage vendors use biodegradable plates, cups, cutlery, etc. Education and awareness will be provided to vendors in order to support the efforts with the public. The inability to cooperate with these criteria will disqualify food/beverage vendors from participating in HSC without refund.

HOUSTON SURVIVOR CHALLENGE

U'JANA CONLEY FOUNDATION FOR SIDS | PO Box 821312 | HOUSTON, TX 77282-1312

Vehicles

Loading and Unloading

All participants must remain with their vehicle at all times. Unload merchandise immediately upon arrival and remove vehicle immediately, then return to set up your booth.

Parking

HSC does not provide parking for exhibitors/vendors at the event - this is your responsibility. HSC accepts no responsibility for any citations for exhibitors/vendors that are illegally parked. Metered

Apply

Booth includes 10' x 10' space. Tents are suggested but not required for this event.

Fee Schedule

One Day: \$150 Two Day: \$250

Payments may be payable to: U'Jana Conley Foundation

Return your completed Houston Survivor Challenge Application to:

PO Box 821312

Houston, TX 77282-1312

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VENDOR APPLICATION

Business Name:	
Contact Person:	Contact Phone:
Address:	
Contact Email:	

Description of booth and/or merchandise:
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General Release: I have read, retained, understand and agree to the protocol information page. The undersigned does hereby release, forgive, and forever discharge and hold harmless Houston Survivor Challenge, including their agents, representatives, employees and associates and the City of Houston from all manner of suits damages, claims, and demands whatsoever in law or in equity from any loss or damages to person or property of the undersigned while in possession or supervision of the Houston Survivor Challenge. HSC cannot guarantee the weather, the size of the crowd or otherwise assure against potential disaster. Therefore, no refunds will be provided in the event that your organization or business cannot realize its expectations on the day of the Festival. There is no rain date planned since the event will take place as long as it is possible.

Printed Name:	Date:
Signature	

For HSC Use Only

Received Date:	Notice Sent:
Amount Due:	Amount Paid:
Booth #:	Permit Received:

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