



## FOUNDERS DAY BOOTH VENDOR APPLICATION

Please submit this application via email to [foundersday@lucastexas.us](mailto:foundersday@lucastexas.us)  
or mail to: City of Lucas, Attention: Founders Day  
665 Country Club Road  
Lucas, TX 75002

BUSINESS/ORGANIZATION \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY / STATE / ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

E-MAIL \_\_\_\_\_

### BOOTH VENDOR INFORMATION:

- Booth spaces are 10 x 10 and free of charge. The availability of booth space is limited.
- Only **HOMEMADE** items will be accepted for Arts & Crafts.

### TYPE OF BOOTH VENDOR:

- Arts & Crafts**
- Commercial** (*Commercial booths cannot sell items*)
- Non-Profit**
- Service Organization** (*Churches, Schools, Scouts, etc.*)

### DESCRIPTION:

Please indicate if you or your business/organization is located within the City of Lucas.

**Yes**

**No**

Briefly describe how you or your business/organization contributes to the Lucas community.

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**EVENT RULES, POLICIES & PROCEDURES**

**ACCEPTANCE:**

The City of Lucas reserves the right to reject any or all applicants. Each booth vendor will receive a booth number, and assignments will be made according to types of booths.

**HOURS AND LOCATION:**

The event hours for booth vendor participation will be from 8:00 am to 12:00 pm on Saturday, May 9, 2020. All booth vendors should prepare for cleanup and tear down beginning at 12:00 pm. The event location is the Lucas Community Park (665 Country Club, Lucas, TX 75002).

**ELECTRICAL POWER:**

Generators are not permitted, and electrical power will not be available for Founders Day Booth Vendors.

**BOOTHS:**

The City will provide only booth space. Exhibitors are to provide their own canopy, tables, chairs, racks, shade, etc. Exhibits and tables must fit in and be no larger than 10 x 10.

- Voice amplification equipment, such as bull horns and loudspeakers are not permitted.
- Please bring substantial change. Monies are not available on site.
- Booths must be attended at all times during the event.

**SETUP RULES:**

Vendor setup will be from 6:00 am to 7:45 am on Saturday, May 9, 2020. Please unload and remove vehicles and trailers before 7:30 am. All vendors must be set and ready to operate by 8:00 am.

**TEAR DOWN RULES:**

You may not take down your booth until 12:00 pm. Vehicles may not enter the area until the crowd has left the area. All vendors must have booths, equipment materials, etc., removed by 2:00 pm.

**WASTE AND CLEAN UP:**

All trash/garbage should be properly disposed of or hauled away at the end of the event.

**FIRE AND SAFETY:**

All vendors must comply with all pertinent fire codes, laws, ordinances and regulations for health, fire prevention, and public safety.

**CANCELLATIONS:**

If a vendor must cancel for any reason prior to the event, they must send an email of cancellation to [foundersday@lucastexas.us](mailto:foundersday@lucastexas.us). In case of inclement weather, the event may be cancelled.

*I, the undersigned applicant, do hereby fully release, indemnify and hold harmless the City of Lucas, its officers, employees, agents and representatives from any and all claims of, suits, liabilities, damages and causes of action of any kind whatsoever, statutory or otherwise, personal injury including death, property damage and lawsuits and judgments, including court costs, expenses and attorney's fees, and all other related expenses that the applicant has, or might have, known, or unknown, now existing or that might arise hereafter directly or indirectly from the applicant's involvement and participation in the above-referenced City of Lucas event. This provision shall survive the termination of this agreement.*

*My signature below indicates that I have read and understand the Booth Application and the terms of this Agreement, including its rules, policies and procedures and will comply with them. I agree to sign this agreement without written modification.*

Signature	Printed Name	Date
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