

*****Registration Dates*****May 15thMay 22nd*****Late Registration Dates*****May 29thJune 5th

Registrations Time 6:30 p.m. -8:30 p.m.

Location: B.D.H.S. Center

1183 Chestnut Avenue, ATX 78702

**2025 Exhibit/Vendor****Registration Form****Event: June 19th, 2025****Event Time: 12: noon – 9:pm****For Office Use Only:**

Permit #: _____

Booth #: _____

T/C Deposit: \$ _____

Total: \$ _____

PARTIES: Central Texas Juneteenth (hereafter referred to as "AGENT") agrees to lease exhibit space in the form of an Exhibit/Vendor booth as outlined in this contract within the specified Exhibition/Vendor Areas. By the individual(s) or the organization listed below (hereinafter referred to as "Exhibitor/Vendor"). The terms and conditions outlined on the reverse side are incorporated into and form an integral part of this contract.

****ALL VENDORS MUST ATTEND ONE REGISTRATION SESSION****

Company/Individual Name: _____ Contact Person: _____

Address/PO Box: _____ City: _____ State: _____ Zip: _____

Phone: _____ Cell Phone #: _____

E-mail Address: _____

BOOTH RATES/ADDITIONAL FEES**Registration Dates: May 15th & May 22nd - Times: 6:30pm – 8:30pm****Registration:**

- ☐ 1/Day: Commercial/Business - \$250.00
☐ 1/Day: Non-Profit - \$150.00 (Must Provide 501(c) 3 LTR)
☐ 1/Day: Informational Booth - \$100.00

Additional Fees

- ☐ Clean-up deposit (See Terms & Conditions) - \$50.00
☐ Electrical Hook-Up – \$100.00
☐ Food Permits - \$114.00
☐ Table (1)/Chairs (2) Rental - \$80.00
☐ Additional Table/Chairs - \$20.00/each

LATE REGISTRATION: BOOTH RATES/ADDITIONAL FEES**Late Registration Dates: May 29th & June 5th - Times: 6:30pm – 8:30pm****Registration:**

- ☐ 1/Day: Commercial/Business - \$500.00
☐ 1/Day: Non-Profit - \$300.00 (Must Provide 501 LTR)
☐ 1/Day: Informational Booth - \$200.00

Additional Fees

- ☐ Clean-up deposit (See Terms & Conditions) - \$100.00
☐ Electrical Hook-Up – \$200.00
☐ Food Permits - \$228.00
☐ Table (1)/Chairs (2) Rental - \$160.00
☐ Additional Table/Chairs - \$40.00/each

BOOTH INFORMATION

BOOTH SPACE: Before finalizing this item, the available selection(s) will be reserved for a period of two weeks, contingent upon the Agent's receipt of the necessary contract requirements. Complete payment via cash, money order, or cashier's check is required to accompany this contract.

BOOTH SIGN: A display sign should be clearly visible to consumers. What message will it convey?

PRODUCTS/SERVICES TO BE EXHIBITED: The exhibitor/vendor will showcase, demonstrate, or present the following categories of products/services within the designated booth space:

COVID-19/Monkeypox & Vendor Terms and Conditions

COVID-19 & Monkeypox Guidelines & Restrictions:

COVID-19

1. Masks are optional for those who are not up to date on vaccinations or at risk in any situation.

Monkeypox

1. Fully clothed and avoiding skin-to-skin contact with strangers.
2. Limit closeness and or/intimate contact to people you know.
 - a. Close contact includes sharing items like drinks and blankets.
3. Mask (Full fitting)
4. Being aware of monkeypox symptoms, along with rash, fever, headache, muscle aches, chills, and swollen lymph nodes.
5. Washing hands and use hand sanitation often.
6. Staying home if you feel sick or experience any symptoms.

The lease term of this contract will begin on the date the final party signs (commencement date) and will conclude on Thursday, June 19th, 2025, at 9:00 pm. Booth assignments will be allocated by AGENT based on the order in which requests are received. Confirmation of booth assignments will occur only after the Exhibitor/Vendor has fulfilled all contractual requirements.

Exhibitor/Vendor Signature: _____ Date: _____

G.E.A.Y.A./CTJ Rep.: _____ Date: _____

I have received a copy of the following:

- 2025 Central Texas Juneteenth Terms & Conditions
- COVID-19/Monkeypox
- APH – Temporary Food Setup Guide (if applicable)
- AFD – Festival and Temporary Food Permit Vendor Guidelines (if applicable)

Exhibitor/Vendor Signature: _____ Date: _____

**Co-Sponsored by the City of Austin in collaboration with the Parks and Recreation Department
Benefiting Central Texas Juneteenth & Greater East Austin Youth Association (G.E.A.Y.A.)**

PLEASE MAKE CHECKS PAYABLE TO:

GREATER EAST AUSTIN YOUTH ASSOCIATION OR G.E.A.Y.A

MEMO LINE: CENTRAL TEXAS JUNETEENTH

METHOD OF PAYMENT: CASH _____ MONEYORDER _____ CASHIER CHECK _____

****No Personal Checks Accepted****

For more information on Central Texas Juneteenth events:

www.juneteenthcentraltexas.com

*****Vendor Information*****

Permit #: _____

Booth #: _____

COVID-19 Guidelines & Restrictions
Vendor Terms and Conditions



Event Date/Time: June 19th, 2025 – 12: noon – 9:00 pm

Vendor Entrance & Exit: Rosewood Avenue at Northwestern

Setup Times: June 19th, 2025 - 6:am – 8:30am

Teardown Time: June 19th, 2025 – 9:pm – 9:30pm



COVID-19 & Monkeypox Guidelines & Restrictions:

COVID-19

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Vendor Terms and Conditions

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BOOTH RENTAL: The Exhibitor/Vendor is accountable for the delivery, setup, teardown, storage, and safeguarding of displays, goods, and materials. Animals, alcoholic drinks, and open flames are prohibited on the premises. One table and two chairs are available for a rental fee of \$80.00. Late registrations will incur a fee of \$160.00. All rented tables and chairs are required to be returned by 9:00 PM on June 19th, 2025.

EXHIBIT/VENDOR DATE/SHOW HOURS: Thursday, June 19th, 2025 @ 12: noon – 9:00pm.

INSTALLATION OF EXHIBITS: All booths are required to be ready for Exhibitor/Vendor occupancy a minimum of two hours prior to the start of each event. Access for move-in will be prohibited during event hours, without exception. Refunds will not be processed; kindly consult the “Booth Refund and Cancellation Policy” detailed below.

DISMANTLING/PACKING OF EXHIBITS: Exhibitor/Vendor shall not pack equipment, literature, or other materials or dismantle exhibits until 9:00 pm on Saturday, June 19th. Exhibitor/Vendor shall remove all personal property from Rosewood or Boggy Creek Park by 9:30 pm on June 19th, 2025.

CLEAN-UP DEPOSIT AND REFUND: Exhibitor/Vendor shall remove all personal property, trash, and debris from the rented area (10x10 or 10x20 area) throughout the duration of each event. Exhibitor/Vendor will be charged a refundable \$50 clean up fee at registration. Each area will be inspected by a Central Texas Juneteenth Representative upon departure. Exhibitor/Vendor must always keep area sanitary. Clean-up deposits will be reissued upon check out after inspection. City Health Inspectors will conduct inspections throughout each event.

If the Exhibitor/Vendor departs WITHOUT area being inspected NO REFUND WILL ISSUED.

ON SITE CHECK-IN/PERSONNEL/BADGES: Exhibitor/Vendor must attend ONE of the Juneteenth Registration meetings held on May 15th, May 22nd, or Late Registration May 29th, June 5th, 2025, at Britton, Durst, Howard, Spence Center (aka: Chestnut House) at 6:30 pm – 1183 Chestnut Avenue, ATX 78702. Permits must be readily available to the Austin Police Department and Travis County Health Department inspectors on the day of the event. Tickets will be issued for noncompliance. **Exhibitors/Vendors are fully responsible for noncompliance tickets.**

BOOTH REFUND AND CANCELLATION POLICY: Central Texas Juneteenth reserves the right, upon cancellation or forfeiture by Exhibitor/Vendor, to reassign and lease booth(s) assigned to Exhibitor/Vendor to any other applicant or Exhibitor/Vendor. In the event Exhibitor/Vendor cancels or forfeits this contract on or before May 22nd, 2025, AGENT shall refund the rental rate less fifty (50%) of the total rental rate for the booth(s). In the event Exhibitor/Vendor cancels or forfeits this contract after May 22nd, 2025; AGENT shall not refund any portion of the rental rate for the booth(s). All deductions made to the rental rate are to compensate the AGENT as liquidated damages. AGENT and Exhibitor/Vendor agree that the actual amount of damages resulting from a cancellation or forfeiture by Exhibitor/Vendor would be difficult to determine and that the amounts specified in this paragraph are reasonable estimates of damages associated with a cancellation or forfeiture. All notices of cancellation must be in writing. No refunds for payments to any third party, including service contractors, will be made or are the responsibility of the AGENT. If Exhibitor/Vendor fails to arrive at booth location(s), set up and occupy booth(s) at the assigned times **(June 19th, 6:00 am-8:30 am)**, Exhibitor/Vendor shall forfeit all rights and interest in the booth(s). If there are to be refunds issued a refund check will be mailed out on or before no later than June 30th, 2025.

INDEMNIFICATION: Exhibitor/Vendor shall protect, defend, hold harmless and indemnify AGENT for any loss, damage, expense, or penalty arising from any action, including an action based upon strict liability or negligence, on account of personal injury or property damage to Exhibitor/Vendor, its employees, guests, licensees, convention attendees, or property. Exhibitor/Vendor shall assume all risk of any loss, damage, or injury.

ATTORNEYS' FEES: If Exhibitor/Vendor or AGENT is a prevailing party in any legal proceeding brought because of a dispute under or related to this contract, such prevailing party shall be entitled to recover from the non-prevailing party all costs of such proceeding and reasonable attorneys' fees.

SAVINGS CLAUSE, ACKNOWLEDGMENT, ENTIRE CONTRACT, AND ASSIGNABILITY: Should any clause of this contract be found invalid or unenforceable by a court of law, the remainder of this contract shall not be affected, and all other provisions of this contract shall remain valid and enforceable. Exhibitor/Vendor acknowledges that Exhibitor/Vendor has read this contract and understands its contents. The entire contract between AGENT and Exhibitor/Vendor cannot be changed except by written agreement. AGENT and Exhibitor/Vendor acknowledge that there are no other contracts or conditions other than as set forth in this contract. This contract may not be assigned by either party without the written approval of the other party.

SPACE AGREEMENT: Providing for the safeguarding of Exhibitor/Vendor's products is the responsibility of Exhibitor/Vendor from the time such products are moved into the booth(s) until they are removed by Exhibitor/Vendor. The AGENT shall not be responsible for, or guarantee to Exhibitor/Vendor, the safety of any property against fire, accident, theft, or loss or against persons for injury. AGENT reserves the right to require Exhibitor/Vendor to terminate for the duration of show hours all activities conducted inside or surrounding an event and/or Exhibitor/Vendor's booth location(s) that AGENT, at its sole discretion, determines is inappropriate, disruptive, or offensive.

CARE OF PROPERTY: Exhibitor/Vendor shall not permit any property, article, or item to be brought into, or permit any act to be done inside or surrounding any Juneteenth event that will increase, or void policies of insurance held by AGENT. Exhibitor/Vendor shall not permit any act by its employees or independent contractors that shall in any manner mar or deface the premises. The exhibitor/Vendor is responsible for damage done to all property where rental space.