



HOLIDAY IN THE PARK • DECEMBER 1, 2017 • 12 NOON – 3 PM
 LOCATION: Cat Hollow Park
 ACTIVITIES: Live Music, Craft Fair, Food, Santa, & Children’s Activities

HOLIDAY IN THE PARK VENDOR BOOTH APPLICATION

If you are interested in exhibiting at a BCMUD event, please (1) Fill out the Vendor Application (2) Read and sign the Vendor Guidelines and Requirements and (3) Return both documents. Once approved, you will be contacted with payment instructions.
Contact Email: a.owens@bcmud.org **Mail or Walk in:** Brushy Creek Community Center, 16318 Great Oaks Dr, Round Rock, TX 78681

Business: _____

Name: _____ **Title:** _____

Address: _____

Phone Number(s): _____ **Fax:** _____

Email: _____ **Website:** _____

FOR SALE: Please list below any products you may be selling at your booth space along with the pricing.

ANY GIVEAWAYS? Please describe below any items or materials that may be distributed at your booth space.

GAMES OR ACTIVITY? Please describe below any game or activity you will offer at your booth space.

Booth Rates	BCMUD Resident	Standard
Booth Rates	\$25	\$75
Non-Profits	FREE	\$75

I will need electricity (please note it is not guaranteed.)

I am a Non-Profit

Please make checks payable to Brushy Creek MUD.

Mail or drop off address: 16318 Great Oaks Dr, Round

Rock, TX 78681.

I wish to pay with credit card upon approval



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LOCATION: Cat Hollow Park
Contact: Alex Owens 512-255-7871 x213 or a.owens@bcmud.org

VENDOR GUIDELINES AND REQUIREMENTS

SET-UP: Begins at 9:30 am on event day. Vendors must be completely set up by 11:30 am with all vehicles off the grounds.

Vendors are required to staff their booth space the entire duration of the event.

TAKE-DOWN: Begins at 3:05 pm on event day. No early take-down allowed. Vendors must remove all items and leave space clean. Vehicles are allowed back on the grounds at 3:15 pm.

BOOTHS: Vendors must provide table(s), chairs, shade tent, equipment and staff.

Booth space is 10' X 10'. Vendors will receive a booth location along with an event layout prior to event. Each vendor is responsible for assuring safety and security in and around their booth in a manner that minimizes risk or hazards to the public and their own belongings. Electrical hookups are limited and available by request only.

Brushy Creek MUD reserves the right to refuse any vendor, sponsor or organization from exhibiting.

- This is an outdoor festival and will go on rain or shine. Extreme cases will be communicated in advance.
- Any special accommodations must be requested at least 2 weeks prior to event day.
- Only items listed and approved on vendor application are permitted for sale in booth space. All other items are strictly prohibited.
- Acquisition of sales tax permits, collection of sales tax, and reporting tax revenues are the responsibility of the vendor.
- All information provided on vendor application is subject to provisions of disclosure under the *Open Records Act*.
- Political endorsements of any kind are prohibited during the event, including on attire, printed or verbal.

All participants shall abide by the *Park Rules and Regulations of Brushy Creek MUD*. The vendor/sponsor of the booth will be held liable for the actions of individuals in its organization who violate any of the rules and regulations. Brushy Creek Municipal Utility District Park Rules include: **No smoking in playground areas, no destruction or defacing of structures, no littering, all trash must be placed in proper receptacles, no abusive or foul language, all pets must be leashed and cleaned up after, no ground fires are permitted, and no illegal drugs, firearms, or fireworks.**

I, _____, an authorized representative of

_____, do hereby acknowledge that all information provided is true and correct. I also understand that the BCMUD will not be responsible for loss of or damage to property or for any personal injury at the event. The BCMUD will not be responsible for damages that result from delays or postponements of the festival due to circumstances beyond their reasonable control. I understand that violation of these Vendor Guidelines and Requirements will result in removal from the park.

Signature: _____ **Date:** _____