



Greenville Parks and Recreation Department
Vendor/Concession Application

Event Name: _____ Event Date: 07/04/2023

Business Name: _____ Application Date: _____

Business Contact Name: _____

Cell Phone: _____

Email: _____

Address: _____

City, State: _____ , _____ Zip code: _____

GPARD Staff:

Assigned Load-in Time:

All Vendors will be notified of their assigned load-in time after vendor registration closes

Merchandise Vendor and Concession Vendor

*Vendor spaces **do not come with access to electricity or water**. If water or electricity are needed, you must bring your own. *
Fees may be paid in cash, card (Visa/Mastercard/Discover) or check (made payable to City of Greenville)

<div style="border: 1px solid black; padding: 2px;">*Amount of time required for Set-Up: *</div> 	<u>Merchandise Vendor Space</u> 10' X 10' Space \$150 Fee
Items to be sold/offered: _____ _____ _____ _____	

<div style="border: 1px solid black; padding: 2px;">*Amount of time required for Set-Up: *</div> 	<u>Concession Vendor Space</u> \$150
Food Truck: <input style="width: 40px; height: 20px;" type="checkbox"/> Trailer: <input style="width: 40px; height: 20px;" type="checkbox"/> L x W x H of truck/trailer: _____	Self-contained water: <input style="width: 40px; height: 20px;" type="checkbox"/> Self-contained electricity: <input style="width: 40px; height: 20px;" type="checkbox"/> Passenger side service window: <input style="width: 40px; height: 20px;" type="checkbox"/> Driver side service window: <input style="width: 40px; height: 20px;" type="checkbox"/>
Items to be sold/offered: _____ _____ _____ _____	

Guidelines

1. Must fill out an Event Vendor/Concession Application form completely and return it to the Parks and Recreation Department with all proper documentation attached by **6/1/2023**.
2. User shall comply with all rules and regulations of the Parks and Recreation Code, City Ordinances as well as all Federal, State, and Local laws.
3. Vendors supply their own tents, tables, storage, and all materials/containers for customer sales. Please provide your own generators and water supply.
4. Vendors determine the pricing and display of their products.
5. No live animals may be sold or given away.
6. No firearms, tobacco, alcoholic beverages or drugs will be allowed at the event.
7. Vendors are solely responsible for keeping their space and all areas around their space clean/free of any conditions that might potentially result in or cause injury to vendors and other persons or parties.
8. Vendors are responsible for damages resulting from the sale of unsafe, unsound goods at the **Bottle Rocket Bash**.
9. No vehicles will be allowed in or out of the event area after **5PM** due to pedestrian safety. **NO EXCEPTIONS**. No vendor will be permitted to leave the event area until after the event is officially over at **10:30PM**. Gates will open to the public at **6 PM**.
10. After unloading, vendors shall park in one of the designated public parking areas. Vendors may not park their vehicles in the event area.
11. User agrees to leave the facility in as good or better condition than which existed prior to their usage. The facility must be cleaned and vacated by the renters' stated ending time. The parking lot and the immediate facility area are considered part of the facility and must be free of litter.
12. Violations of the rules and complaints shall be resolved by the City of Greenville.
13. Violation of any provision of the rules shall be a material breach and default by the vendor. Vendor will be required to shut down their operation immediately.
14. A City of Greenville representative shall reserve the right to cancel any vendor's participation at any time if the vendor shall be found to be in violation of any rule or eligibility requirement.
15. **NOTICE: Submission of an application does not guarantee a vendor space. An approved application will be sent to the email address that was provided.**

Health and Safety Guidelines-City of Greenville Public Health

1. Concession Vendor must obtain and possess a City of Greenville Temporary Food Establishment Permit and pay the \$75 Food Vendor Fee. **Fee Waived for City Sponsored Events (Ex. Bottle Rocket Bash) **
2. Forms can be found at the following address:
<http://www.ci.greenville.tx.us/492/Forms-Applications>

I, _____, have read the Guidelines for rental of the facility listed above. I agree to abide by the guidelines listed and my signature indicates agreement to all terms of this contract.

User Signature

Date

Approval of City Staff

Date