



KEEP A COPY OF THIS CONTRACT AND RETURN THE ORIGINAL TO:
Lufkin/Angelina County Chamber of Commerce
1615 South Chestnut Lufkin, Texas 75901
Phone (936) 634-6644 / Fax (936) 634-8726

**TEXAS STATE FOREST FESTIVAL
FOOD BOOTH REGISTRATION/CONTRACT
SEPTEMBER 21-25, 2011**

NAME: _____ COMPANY: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ WORK: _____

Is electricity required? ___ Yes ___ No # of outlets: ___ 110 ___ 220 (Include plug diagram)

Booth size? ___ Single(10'x20') ___ Double(10'x40')

Menu Items: _____

A detailed listing of all menu items, along with the prices you will be charging, must be attached to this application.

Guidelines:

1. **ENTRY FEE: \$175.00 for single booth, \$350.00 for double. Additionally, the Texas State Forest Festival will receive 15% (fifteen percent) of the gross income from food sales, payable before 6:00 p.m., Sunday, September 25 in the TSFF office.** Applications must be accompanied by a check or money order payable to the TSFF along with a photo of your booth. Vendors will be notified by mail if their application has been accepted or declined. If declined, entry fee will be returned with your notification.
2. **ALL FOOD VENDORS ARE REQUIRED TO CARRY A \$1,000,000 LIABILITY INSURANCE POLICY – You must turn in a copy of this policy with “Angelina County Chamber of Commerce, Inc as additionally insured before you are allowed entry into the Texas State Forest Festival.**
3. All application fees must be postmarked no later than September 2, 2011. The receipt of applications and fee is commitment to show. Once accepted, NO REFUNDS after September 2, 2011.
4. All paid exhibitors will be given (2) two five-day passes to enter the Festival. **Additional 5-day passes are \$10.00 YOU MUST BE RESPONSIBLE FOR SEEING THAT YOU OR YOUR BOOTH WORKERS HAVE NECESSARY PASSES** – Please do not have workers show up at the front gate and request us to call you to get a ticket or pass into the event. Taking care of your workers is your responsibility!
5. The number of booth space is limited. Spaces will be assigned by the Festival Committee and will be available to you the day of check in, Tuesday until 5:00 p.m.
6. Set-up: **All exhibitors MUST set up between 12 noon and 5:00 p.m. Tuesday, September 20th. NO EXEPTIONS! Wednesday, September 21st 9:00 a.m.- 4:00 p.m. will be a time for city inspections as required.** Hours of operation are: Wednesday: 5 pm till 10 pm, Thursday: 5 pm till 10 pm, Friday: 5 pm till 10 pm, Saturday: 9 am till 10 pm and Sunday: 11 am till 5 pm.
7. **All vendors must stay until 5 p.m. Sunday when the Festival is officially closed.**
8. Exhibitors are responsible for their own equipment and must bring whatever tables and chairs they will need. Each exhibitor is responsible for his own equipment in case of loss or damage. Security will be provided around the clock during the Festival.
9. Food booths must comply with all health laws established by the State of Texas and the City of Lufkin. The Angelina County & Cities Health Department may inspect food booths.
10. Food booths must display State Health Certificates at all times.
11. All vendors must collect sales tax if they are not exempt and are responsible for reporting this tax to the Texas State Comptroller.

I HAVE READ AND AGREE TO THE ABOVE GUIDELINES:

EXHIBITOR SIGNATURE

DATE

The TEXAS STATE FOREST FESTIVAL is a project of the Lufkin/Angelina County Chamber of Commerce.