***16th ANNUAL JUNETEENTH VENDOR REGISTRATION INFORMATION***

***Registration and payment must be received by June 1, 2024***

***RULES FOR VENDORS***

All items to be sold must be **APPROVED**, legal and in good taste as determined by **“The Voice”** Juneteenth Committee. Any vendor found selling or providing items that were not approved to sell or provide may be immediately removed from the event***.***

***\*\*ONLY APPROVED VENDORS MAY SELL***

***ALCOHOL…NO EXCEPTIONS\*\****

Exhibitors are responsible for protection of their own displays, goods, & materials. Neither **“The Voice”** nor any event presenters will be responsible for any loss or damage to exhibitors’ person or property. Your booth & personnel must always be clean and orderly. **Booths must be staffed at all times.** You are responsible for clean-up of your booth space during & after the festival.

**All vendors must remain open for business during festival operating hours.**

**\*\*NEW TEMPORARY FOOD PERMIT CHANGES**

**NOW IN EFFECT\*\***

**\*\*All food vendors must obtain a temporary food service permit from the Williamson County & Cities Health District.**

**Please visit the website below for new rules & to purchase your permit:** <https://www.wcchd.org/healthy_spaces/applyforapermit.php>

**\*\*You will also need a mobile food truck or tent permit inspection. Please visit the website below to purchase your permit:**

<https://www.roundrocktexas.gov/city-departments/fire/fire-marshal/mobile-food-truck-or-tent-permit-inspection/>

**\*\*There are no exceptions to permit requirements.\*\***

**VENDOR SPACE OFFERED**

* All booth sizes are 20X20. Please make sure that you remain within your assigned space for the duration of the festival**.**

**\*\*\*VENDORS MUST PROVIDE THEIR OWN POWER\*\*\***

**WHISPER QUIET GENERATORS PREFERRED.**

**FEES**

* Payment is required upon application submission.
* See page 3 for available vendor space fees.

For event or vendor inquiries, contact: 512.238.8271 • Fax: 512.246.9183 • Email: [admin@thevoicesrr.com](mailto:admin@thevoicesrr.com)

**SET UP**

* **BEGINS AT 11:00am, SATURDAY, JUNE 15th.**
* **All vehicles MUST be moved from the festival grounds to the vendor parking area no later than 3:00pm Saturday.**

**\*\*\*No vehicles are allowed behind booths or in vendor area during festival operating hours. \*\*\***

***Event Details***

***Date:* Saturday, June 15th**

***Time:* 4pm - Midnight**

***Location:* Old Settlers Park**

**Lakeview Pavilion**

**3300 E. Palm Valley Blvd.**

**Round Rock, TX 78664**

**Please complete and remit registration with payment payable to:**

**“The Voice”, Inc.**

**ATTN: Vendor Registration**

**2111 Hairy Man Road**

**Round Rock, TX 78681**

**by mail or in person\* no later than** **June 1, 2024.**

\*In-person registration is available from Tuesday through Thursday from 9:00am – 3:30pm at 2107 Hairy Man Road, Round Rock, TX 78681.

\*Virtual vendor meeting date and Zoom link will be shared to the email address provided by all paid participants.

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***16th ANNUAL JUNETEENTH***

***VENDOR APPLICATION***

***Registration and payment must be received by June 1, 2024***

***\*Required Vendor Information: (please print clearly)***

**\*Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \*Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*City: \_\_\_\_\_\_\_\_\_\_\_\_\_ \*State: \_\_\_\_ \*Zip: \_\_\_\_\_\_**

**\*Phone # : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\*Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*\*\*\*(PLEASE CHECK ONE) Will you have a trailer? Y\_\_\_\_\_ or N\_\_\_\_\_ \*\*\*\***

**# Free parking passes needed (limit 2) \_\_\_\_ # Paid parking passes needed ($10 each) \_\_\_\_\_**

**\*\*\*VENDORS MUST PROVIDE THEIR OWN POWER\*\*\***

**WHISPER QUIET GENERATORS PREFERRED.**

**HEIR OWN POWER\*\*\***

***Brief description of your product(s):***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Vendor Space Fee is $500.00***

***Space Only: (vendors must provide tables, tents, chairs, etc.)***

**\_\_\_\_\_ 20X20 space - $500.00 *(operation cannot extend outside of your space)***

***Information Space Fee is $175.00***

***Literature only (no sales allowed)***

***Space Only: (vendors must provide tables, tents, chairs, etc.)***

**\_\_\_\_\_ 20X20 space - $175.00 *(operation cannot extend outside of your space)***

***Event sponsored by:***

****  Logo

Description automatically generated

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I agree to the following statements:

* You may not give, sell, or lend your booth space to someone else.  Please stay in your designated vendor spot.
* Your booth must always be presentable and neat.  All stock, boxes and personal items should be kept out of sight.  All tables must be covered.
* In order to maintain a variety of vendors, Event Coordinators reserve the right to accept or deny applications based on event needs.  Please know that various categories of merchandise will be limited to ensure a quality and well-balanced event.
* Changes or additions in items to be sold from the original approved booth application must be submitted to Event Coordinator for approval.  Changes or additions may be denied based on other approved vendor applications to continue variety of show.
* Vendor spaces will not be held or reserved without payment.
* Vendor must be self-contained and self-sufficient, which includes staff, tents, tables, chairs, power (quiet whisper generators preferred), and lights.
* This event is rain or shine. Refunds will **NOT** be issued.
* Safety:  We encourage all vendors to be safe and encourage a positive and family friendly environment.  We ask that vendors report any issues to the Event Coordinator.
* Sales tax must be collected and reported to the Comptroller’s office; this is required by state law and is your responsibility.  For information on obtaining a Texas sales tax permit, please contact the Comptroller’s office in your community or call (512)463-4600 in Austin.  We are not qualified to counsel you on tax information.

In consideration for being allowed to participate, I hereby assume all risks of participation in any/all activities associated with the Round Rock Juneteenth Festival.

I waive liability of personal harm arising out of my participation in the Round Rock Juneteenth Festival and accept responsibility for it fully.

By signing below, I agree that I have read, understand, and will abide by all rules and procedures of the Round Rock Juneteenth Festival.

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*The above named has read and understands the general information, procedures and conditions and seeks admission as a concessionaire.*

*The Voice, Inc. and all event organizers reserve the right to refuse any application. Submission of this application does not guarantee a space.*

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