

Dear Food Vendor:

TAMIU Alumni Association is pleased to announce that applications for food booths are now being accepted by the Food Booth Committee for the Ford AutMus Fest 2008. AutMus Fest 2008 will be held on October 11th, 2008.

Please take the time to complete the attached application form and mail to the Alumni Relations Office, Attn: Ford AutMus Fest, 5201 University Blvd. KL-260, Laredo, TX 78041-1900 or fax to 956-326-2174 no later than September 15, 2008. After this deadline, booths will be open to the public at the discretion of the AutMus Food Booth Committee Chair.

It is beneficial to your organization, the public and AutMus Fest to serve food that is of the highest quality, easy to eat, and convenient to serve.

General Information

Location

20 Vendor spaces are available in the food court area located in the central court of Killam Library Front Lawn.

Rate

A non-refundable fee of **\$250.00** payable to the **TAMIU Alumni Association** for a 10 x 10 covered booth due at the time this contract is signed.

Electricity

Ford AutMus Fest will make every effort to secure power to your booth provided you select electricity on your vendor signup sheet. We use these sheets to determine our layout for most effective power cable layout planning. Please bring your own 110v extension cords.

Sales Tax

You must have a state sales tax permit in order to participate in the festival, and you are responsible for the payment of any applicable sales tax incurred while at the festival.

Permits

Food preparation and service will be in accordance with the **City of Laredo Health Department Regulations**. VENDOR will obtain a health permit prior to commencement in order to participate in the FESTIVAL as a food vendor. Permits must be presented to the AutMus Festival Food Vendor Chairperson or any FESTIVAL BOARD MEMBER appointed by the Chairperson upon request at any time before or during FESTIVAL hours. VENDOR is also required to comply fully with any requirements set forth by the City of Laredo Fire Department which includes having a **five pound fire extinguisher** and **Fire Department permit**.

Sales Method

- All food sales for the **2008 FORD AutMus Fest** will be made by cash. You are responsible for your own change.
- VENDOR will sell and is restricted to the sale of the following items:

_____ at _____ per unit sale.

_____ at _____ per unit sale.

_____ at _____ per unit sale.

- Sale of food items listed above must be adhered to during the festival unless changes are approved by Food Booth Committee Chair.
- All VENDORS' activities must be contained within the assigned booth.
- VENDOR is responsible for bringing tables and chairs.
- VENDOR is responsible for bringing ice. (The festival will have bags of ice for sale at \$5.00)

Sales of food items other than those specified above constitutes a breach of contract, which result in penalties.

Set Up

- VENDOR must remove all vehicles used to transport food and /or equipment from the grounds no later than 1:00 p.m. on Saturday, October 11, 2008.
- VENDOR will be provided with 5 entrance passes for booth workers. Additional passes are available prior to the day of the event. Please contact the AutMust Fest Food Booth Chair to make arrangements ahead of time.
- All food and beverage booths will remain open to the public and adequately staffed through out the festival's hours of operation. These hours are as follows:

Saturday, October 11, 2008 from 2:00 PM to 12:00 AM

Removal

VENDOR is required to leave the festival grounds no later than 2:00 a.m. on Sunday, October 12, 2008 unless an agreement has been made with the Food Booth Committee Chair prior to the commencement of the festival.

Waste Disposal

It will be the sole responsibility of each vendor to keep the vending stall and the surrounding area clean. A trash barrel will be provided to the VENDOR by the festival. VENDOR is required to maintain the usefulness of the provided trash barrel. Removal of trash bags that are too full will become responsibility of the VENDOR. Trash removed by VENDOR must be completely sealed. VENDOR agrees to clean up his/her designated area at the end of the day festivity. Designated areas include the space inside and behind booths. Clean up includes the taking down of decorations and attachments to booths.

THE FESTIVAL reserves the right to require that traps, decorations, signs, or any attachments to booths or trailers be removed or altered in the event that they become unsafe. The Food Booth Committee Chair reserves the right to deem these items unsafe for any reason.

Liability

VENDOR agrees to hold harmless and indemnify FORD AUTMUS FESTIVAL, its officers, board members, chairpersons, volunteers, and workers, from any and all liability, expense, and/or damages, including court costs and attorney's fees, resulting from VENDOR's use of demised premises and for any acts of VENDOR's workers and any and all damages or injuries to any person and property resulting, whether directly or indirectly from the sale or distribution of any products, goods, services, or articles by VENDOR and participation in this FESTIVAL.

Note: In the event of a breach of contract by VENDOR, for any reason, THE FESTIVAL will have the right to evict VENDOR and his/her workers from the premises, close the booth(s) down, and terminate sales activities immediately.

SIGNED ON THIS _____ DAY OF _____ 2008.

Contact Person

Ford AutMus Fest Food Booth Chair

Prior years had 10AM and then 11AM

