



March 9, 2009

Dear Valued Business Owner,

The City of Allen's 14th annual Allen USA Celebration is set for Saturday, June 27 at Celebration Park. Gates open at noon and events will conclude at 11 p.m. This year we'd like to invite valued business owners to participate in this year's event as a food concessionaire. The event boasts plenty of food, fun and fireworks and we hope you will join in the excitement!

During this year's event all food and beverage products will be purchased with cash only. It is the responsibility of all food concessionaires to provide their own start up cash as well as cash for making change. The City of Allen will not have any cash available onsite.

All beverage and ice products sold onsite will be provided through the City of Allen's preferred vendors Coca Cola and American Ice. More information regarding these products and their pricing will follow in the confirmation packet that will be mailed to contracted food concessionaires after June 3, 2009.

Community Waste Disposal or CWD, will once again be providing compostable paper product FREE of charge to all food concessionaires who submit their applications by June 1st, 2009. Applications filed after the deadline will not have the opportunity to receive this FREE product. After a successful year and enhancing this process we are really looking forward to our vendors taking advantage of this fantastic service.

The booth fee for this year's event is \$500 but we have expanded the booth size to 20 foot spaces. The booth fee includes electricity, access to water and a parking pass for your vehicle. Tables, chairs, tents and other accessories will be the responsibility of the vendor.

To guarantee a booth space, please return the attached forms and booth fees by 5 p.m. Monday June 1st, 2009 to Joe Farmer Recreation Center located at 1201 E. Bethany, Allen TX 75002. To alleviate confusion we have included a "Paper Work Checklist" in this packet so that you can confirm you have completed the appropriate forms. Incomplete paperwork will not be accepted. The City of Allen cannot guarantee exclusivity, but similar products will be limited. We encourage you to submit your application early as we base our decision on a first come basis.

Please note: The maximum weight for vehicles (trailers, trucks, etc.) allowed on the grass will be 4 tons (8,000 lbs.). In case of rain, City of Allen staff will use their discretion as to what vehicles will be allowed on the grass.

If you have any questions, please feel free to contact us at 214/509-4750. We look forward to having you at the 2009 Allen USA Celebration.

Sincerely,

Stacy Adams
Recreation Specialist II
sadams@cityofallen.org

Steve Nagy
Recreation Specialist II
snagy@cityofallen.org



Registration Form
Form A1

Food Concessionaire Name

Contact Name

Phone Number

Fax Number

Email Address

Mailing Address

City

Zip

Fees: \$500 per food concessionaire booth up to 20 feet.

_____ **YES, I would like to be a food concessionaire this year.**

_____ **NO, I will not be able to be a food concessionaire this year.**

Payment Method: _____ MC _____ Visa _____ Discover
 _____ Check or Money Order _____ Cash

*Cash payments will only be accepted with all required forms in person at Joe Farmer Recreation Center.

*Check should be made payable to the City of Allen.

Credit Card Number

Expiration Date

Name of Credit Card

Amount Charged

I have read and agree to the contents of the Allen USA Celebration 2009 food concessionaire information that has been provided.

Signature

Date



Form B1

STATE OF TEXAS §
 § **FOOD CONCESSIONAIRE AGREEMENT**
 §
COUNTY OF COLLIN §

This Agreement is by and between the City of Allen, Texas ("City") and the undersigned concessionaire ("Concessionaire") acting by and through their authorized representatives.

RECITALS

WHEREAS, the City intends to conduct Allen USA Celebration on June 27, 2009 (the "Event");
and
WHEREAS, the City desires to have provided quality food and beverage service at the Event;
and
WHEREAS, Concessionaire desires to provide food and beverage service at the Event;

NOW THEREFORE, in consideration of good and valuable consideration the sufficiency and receipt of which is hereby acknowledged, the parties agree as follows:

1. **Term and Concession.** The City grants Concessionaire a **non-exclusive** privilege to occupy a concession booth area to sell food and beverage in accordance with the terms of this Agreement commencing on the starting date of the Event(s) identified above, or the day the City notifies Concessionaire that the booth is available for occupancy, whichever is earlier, and ending on the last date of the Event, unless sooner terminated as provided herein.
2. **Concession Fee.** Concessionaire agrees to pay City a nonrefundable concession booth fee of \$500.00 up to 20 feet. Allen USA 2009 will be a cash and carry event for all food and beverage. The City will not retain 20% of Concessionaire's revenues.
3. **Event Rules.** Concessionaire shall comply with any applicable Event rules adopted by the City (the "Event Rules") which are hereby incorporated herein by reference.
4. **Concession Conditions.**
 - a. Concessionaire accepts the booth area in the condition on the date the City makes the booth area available. City disclaims all representations and warranties, expressed or implied as to the condition of the booth area.
 - b. The Concessionaire shall provide the public with concession food and beverage service of the highest quality commensurate with the trade that is accustomed to events of this kind. As a condition of this Agreement, the Concessionaire agrees to comply with such standards of quality as may from time to time be adopted by the City in order to insure attainment of quality of food, service and facilities as hereinabove set forth. It is the intention of the parties that all matters such as, but not limited to, prices, portions and quality of food and other merchandise and service shall be the same as available in comparable events in the Greater Dallas/Fort Worth area and for that purpose shall be under the



control of and subject to the prior written approval of the City. All items offered for sale at any concession booth must be sold at prices which are plainly displayed. The established prices shall not be changed without the written consent of the City and are the maximum prices permitted. The failure on the part of the Concessionaire to comply with such price and quality standards as the City may from time to time require, or failure of Concessionaire to change, correct or modify its price or quality after written notice duly given by the City so to do, shall be cause for cancellation of this Agreement.

- c. The Concessionaire shall, at its own expense, provide an adequate staff, trained in food handling and in courteous, efficient, sanitary service to patrons of the Event. Persons handling and vending products under this Agreement shall be clean and free from any communicable disease. Food handling and sanitation shall conform to such requirements as may be prescribed by City and State Health authorities.
- d. The Concessionaire agrees to abide by all city, county, State and Federal laws, ordinances, rules and regulations to obtain all necessary and proper licenses, permits and authorizations, and to comply with the requirements of any duly authorized person acting in connection therewith. The Concessionaire shall pay all taxes of every nature and description arising out of or in any manner connected with the sale of its products.
- e. The Concessionaire shall not use the concession booth area for any purpose other than for the sale of food and beverages without the prior written consent of the City.
- f. Concessionaire shall staff and operate its concession booth in a first class and reputable manner continuously during all hours of each day of the Event(s).
- g. Concessionaire shall provide a light source for its concession booth for the hours of the Event(s) after daylight.
- h. Concessionaire shall not dismantle and/or remove its concession booth until after the Event(s) is over; approx. 10:30 p.m.

5. **City Obligations.**

- a. City shall provide after hours security for the Concessionaire's concession booth area on Friday, June 26, 2009.
- b. City shall provide electricity for Concessionaire's booth if Concessionaire's electrical requirements are submitted with Concessionaire's application.

6. **Interruption; Cancellation.** City shall not be liable for interruption of electricity or any utility service and City shall not be liable in damages or otherwise for a cancellation of the Event(s) for any reason. Concessionaire acknowledges that the City may, in its sole discretion, cancel the Event(s) for any reason without prior notice to Concessionaire.



7. **Inspection.** The City reserves the right to inspect the Concessionaire's concession booth area and the Concessionaire's operations on it at any and all reasonable times throughout the term of this Agreement; provided, however, that it shall not interfere unduly with the Concessionaire's operations. The right of inspection reserved to the City hereunder shall impose no obligation upon the City to make such inspections or to ascertain the condition of the concession booth area and shall impose no liability upon the City for failure to make such inspections.

8. **Indemnification and Release.** Concessionaire, binding its heirs, executors, administrators, estate, agents and assigns, does hereby agree to completely and wholly release, indemnify and hold harmless the City, its officers, agents, independent contractors and employees from any and all claims, damages, courses of action of any kind whatsoever, statutory or otherwise, personal injury, including death, property damage, lawsuits and judgments, including court costs, expenses and reasonable attorney's fees, and all other expenses resulting directly or indirectly from the activities, programs and events occurring including without limitation the actions, omissions and activities of the Concessionaire at the Event(s), or which may be sustained by reason of any act or omission on the part of the Concessionaire, its employees, agents and/or independent contractors, or by anyone acting directly or indirectly employed by any of them, or by anyone for whose acts or omissions any of them may be liable, or for any damages or loss profits in the event the Event(s) is cancelled for any reason. It is the understanding of all parties that this release and indemnity shall apply whether or not the claims, damages, causes of action of any kind whatsoever, statutory or otherwise, personal injury, including deaths, property damage, lawsuits, judgments, court costs, attorney's fees or any other expense arise directly or indirectly from the negligence of whatever nature, omissions, willful or intentional acts of the Concessionaire or Concessionaire's officers, agents, employees, independent contractors, representatives, invitees, licensees, or guests.

9. **Representatives.** If this Concessionaire is other than an individual, Concessionaire certifies, warrants and represents that the individual whose signature appears below is duly authorized to execute this Agreement on behalf of the firm, corporation, partnership or other entity which is the Concessionaire. Concessionaire shall, prior to commencement of the Event, provide the City with satisfactory proof of such authorization, and the existence of the corporation, partnership or other legal entity if Concessionaire is other than an individual.

10. **Insurance.** Concessionaire agrees to furnish to the City at the Concessionaire's sole cost and expense, a good and sufficient Comprehensive General Liability Insurance Policy in favor of the City, such insurance to afford protection to the limit of not less than \$1,000,000 in respect to bodily injury or death to any one person, and to the limit of not less than \$1,000,000 in respect to bodily injury or death to any number of persons in any one accident, and to the limit of not less than \$1,000,000 in respect to property damage. Such policy shall name the City as an additional insured and provide that it cannot be modified nor cancelled without thirty (30) days prior written notice to the City. Automobile Liability Insurance covering all owned, hired and non-owned vehicles of the Concessionaire shall be maintained by Concessionaire. Such insurance will afford protection to the limit of not less than \$500,000 in respect to bodily injury or death and property damage to any one person or numbers of



person in any one accident. Workers' compensation insurance and Employers Liability in the minimum amounts required by State law shall be afforded by the Concessionaire for all employees and applicable independent contractors of the Concessionaire. The policy or certificate evidencing the required insurance shall be filed with the City prior to the Event.

11. **Joint and Several Liability.** If the Concessionaire is composed of more than one person, entity, or corporation, each of the persons, entities, and corporations composing the concessionaire shall be jointly and severally liable under this Agreement.

12. **Entire Agreement:** This Agreement represents the entire agreement among the parties with respect to the subject matter covered by this Agreement. There is no other collateral, oral or written agreement between the parties that in any manner relates to the subject matter of this Agreement.

13. **Legal Construction:** In the event any one or more of the provisions contained in the Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

14. **Severability:** In the event any section, subsection paragraph, sentence, phrase, or word herein is held invalid, illegal, or unconstitutional, the balance of this Agreement shall stand, shall be enforceable, and shall be read as if the parties intended at all times to delete said invalid section, subsection, paragraph, sentence, phrase, or word.

15. **Governing Law:** The validity of this Agreement and any of its terms and provisions as well as the rights and duties of the parties, shall be governed by the laws of the State of Texas; and venue for any action concerning this Agreement shall be in the State District Court of Collin County, Texas.

16. **Assignment:** This Agreement may not be assigned by Concessionaire without the express written consent of City.

17. **Notice:** Any notice required or permitted to be delivered hereunder shall be deemed received when sent in the United States Mail, Postage Prepaid, Certified Mail, Return Receipt Requested, or by hand-delivery or facsimile transmission addressed to the respective party at the address set forth below the signature of the party

18. **Termination.** This Agreement shall terminate:

- a. by mutual agreement of the parties;
- b. by either party by providing the other party with fifteen (15) days prior written notice;
- c. by City in the event Concessionaire is in breach of any of the provisions of this Agreement; or
- d. upon expiration of the term of this Agreement.



19. **Special Provisions.**

- a. The concessionaire will not sublease designated area with out pre-approval by the designated City representative.
- b. Concessionaire will only be permitted access to designated selling areas by showing vendor-parking pass.
- c. Concessionaire will be responsible for the clean up of their designated area at the end of the event. (Concessionaire is responsible for providing garbage bags for cleanup.)
- d. Concessionaire is responsible for informing the City of appropriate amps/watts needed, water connections, food items to be sold, cost of items sold and any other operational information due upon return of contract. Concessionaires may not increase the price of food or drink items once they are submitted to the City.
- e. Your fee to the City will provide a space for your trailer and/or booth, electrical needs, and potable water. Concessionaire will be responsible for his or her own tent or booth as well as for providing any tables, chairs, utensils and any other operational equipment. The City will not have money on location for making change.
- f. Concessionaire will be responsible for completing a temporary food establishment permit application. On this application you will be required to list all food items, location of food preparation, cooking procedures and holding methods with temperatures. (The \$50 permit fee will be waived.)
- g. Concessionaires will have the ability to purchase beverages from our exclusive beverage sponsor. Arrangements for the purchase of beverages must be arranged through the beverage sponsor by each individual concessionaire. The City is not responsible for any lost, stolen or damaged property owned by concessionaire.
- h. Concessionaires will be able to purchase ice on site through the designated ice vendor.
- i. Concessionaire will be required to arrive and setup by 11:00 a.m. on the day of the event.
- j. Smoking and alcohol are prohibited on the Allen USA Celebration Grounds.
- k. Concessionaires will be responsible for equipping their booths with a fire extinguisher. (Minimum requirements: 2 ½ lb. ABC)



EXECUTED this _____ day of _____, 2009.

FOOD CONCESSIONAIRE

By: _____

Name: _____

Title: _____

Address: _____

EXECUTED this _____ day of _____, 2009.

CITY OF ALLEN, TEXAS

By: _____
Tim Dentler, Director of Parks and Recreation



Vendor Guidelines

Booth Space Rental

- All vendors are expected to follow vendor guidelines, pertinent federal, state, and local laws and ordinances and exhibit appropriate vendor behavior.
- Vendors must have a current Texas Sales Tax Permit. Vendors must provide a copy of tax permit to the City of Allen. Vendors are responsible for complying with the State of Texas sales tax laws.
- Applications will be accepted by mail, fax or in person Monday through Friday from 8 a.m. to 5 p.m. at Joe Farmer Recreation Center. Deadline for applications are Monday, June 1, 2009. Please refer to the "Paper Work Checklist" to confirm the required paperwork.
- Concessionaire space is 20 X 10 and will cost \$500.00; please contact us for more information regarding these fees. Tents, chairs, tables and other accessories will be the vendor's responsibility.
- CWD will once again provide recyclable concession product (plates, cups, napkins, etc.) at no cost for those vendors who submit their applications by the June 1st deadline. Applications received after the deadline will not be eligible for the free product.
- Booth rentals are non-refundable. Booth fees will not be refunded for any reason, including rain delays, event cancellations due to inclement weather, and vendor initiated cancellations.
- All vendors need to be prepared for inclement or rainy weather. All decisions concerning postponement or cancellation of the event will be made by the Director of Parks and Recreation. If rain is heavy, all vendors should seek shelter under tents or in vehicles. Staff and Zone Managers will meet at the designated command post to receive information from the Director. Decisions will then be relayed by intercom or by zone managers to their assigned areas. Decisions will be made only after consulting weather reports and emergency personnel. These decisions may take time. In case of severe weather, staff will be prepared to evacuate participants to our emergency location at Curtis Middle School (west of park across Malone Dr.). Regardless of the weather, please remember that the booth fees are non-refundable.
- The City of Allen cannot guarantee exclusivity, but similar products will be limited. We encourage you to submit your application early as we base our decision on a first come basis.

Please mail all required forms and payment to:

Joe Farmer Recreation Center
Attn: Stacy Adams
1201 E. Bethany
Allen, TX 75002

Phone: 214-509-4750

Fax: 214-509-4759

Fax is acceptable for applications with credit card payments only.

Setting up at the event

- Please no driving on the main field (between rows of concessionaires)
- Vendors must check-in and start setup between 8 a.m. – 10 a.m. on Saturday, June 27, 2009. Vendor check-in and parking will be in the east parking lot off of Angel Pkwy. Set-up must be complete by 11 a.m. on the event day. Any vendor checking in after 10 a.m. may lose their pre-assigned booth and be relocated.



- Tear down begins at the completion of the event at approximately 10 p.m. Motorized vehicles will not be permitted on grounds for tear down until all attendees have left park grounds (failure to comply with this break down rule may result in disqualification from future events).
- Vendors must notify the City of Allen (JFRC 214-509-4750) by 5 p.m. Tuesday, June 23, 2009 if you will be unable to attend. Failure to notify us will forfeit any future invitations to participate in special events. Again, no refund will be given.
- Vendors are responsible for keeping their space clean and taking all merchandise and personal trash with them when they leave the event. Vendors must provide their own trash bags. Vendors are responsible for security of merchandise.
- Please Note: The maximum weight for vehicles (trailers, trucks, etc.) allowed on the grass will be 4 tons (8,000 lbs.).

Vending

- Vendors selling drink products will be required to sell only through the City of Allen beverage vendor. Ice tea and freshly squeezed lemonade are the only exception.
- Vendors must maintain their lots in a manner that protects the safety of themselves and the shopping public.
- During the event, please have staff contact Stacy Adams for comments, concerns, or special circumstances at the food court command post (tent) set up near the food court area.
- The City of Allen is not liable for any personal injury or property loss caused by theft, calamitous weather or accidents.
- Ammunition, alcohol, tobacco and psychic services may not be sold. Carnival activities are not permitted.

Parking for Vendors

- Parking for vendors will be located in the east parking lot on Angel Pkwy. Parking maps and a pass will be provided in your confirmation packet. Separate parking will be provided for the public. Each vendor will only receive one parking pass. Additional parking passes may be requested but not guaranteed. Please call Stacy Adams at 214-509-4755 or Steve Nagy at 214-509-4754 before June 3, 2009 to make your request.
- One family-sized vehicle or trailer may be parked behind your booth space.
- After 10 a.m. no vehicles will be allowed to pass street barricades without a parking pass.

Beverages and Ice

- Food concessionaires will have the ability to purchase beverages from our exclusive beverage sponsor. Arrangements for the purchase of beverages can be made through your Allen USA Celebration representative. Ice Tea & Freshly Squeezed Lemonade are the only exceptions.
- Food concessionaires will be able to purchase ice on site through the designated ice vendor.



Agreement of Participation and Waiver of Liability Form C1

In consideration of the City of Allen allowing me to participate in the Allen USA Celebration ("event"), I hereby agree to waive all claims against, release, and hold harmless the City and all of its officials, officers, agents, employees, in both their public and private capacities, from any and all liability, claims, suits, demands, losses, damages, attorneys fees, including all expenses of litigation or settlement, or causes of action which may arise by reason of injury or death of any person or for loss of, damage to, or loss of use of any property arising out of or in connection with my participation in the event. I agree that the City of Allen, its officials, employees, agents, and representatives has the right to use pictures of me taken at the event without payment to me.

I agree to show the day of the event, unless I notify the City of Allen Parks and Recreation Department of my cancellation within 72 hrs of the event in which no refund will be issued. . I agree to remain until the posted closing time of the event. I understand that violation of these requirements may forfeit my privilege to participate in any future events sponsored by the City of Allen Parks and Recreation Department.

I agree to adhere to the attached Vendor Guidelines.

Signature: _____
(must be signed by all participants)

Date: _____



Concessionaire Electrical Requirements Form D1

This form allows us to provide you with the necessary electrical needs for your booth. Any additional power supplies that are requested after this form has been received may not be provided. Make sure to include a diagram of your receptacle, this allows us to provide electricity to your booth faster. Please note that the electrical company will supply electricity to the allotted booth space and it is the responsibility of the vendor to connect that power with their equipment. The City of Allen will not provide any extension cords.

Please provide all information requested.

Water: Yes No

Hardwire: Yes No

Voltage of Receptacle Needed and Type: 120V 240V

Total Amps (Main Breaker Equipment):

20 Amps 30 Amps 50 Amps 100 Amps

More than 100 Amps Explain:

Truck/ Trailer/Other Explain:

Food Concessionaire Name

Contact Name

Phone Number

Fax Number

Email Address

Booth Size

Booth (*circle one*): Tent Trailer

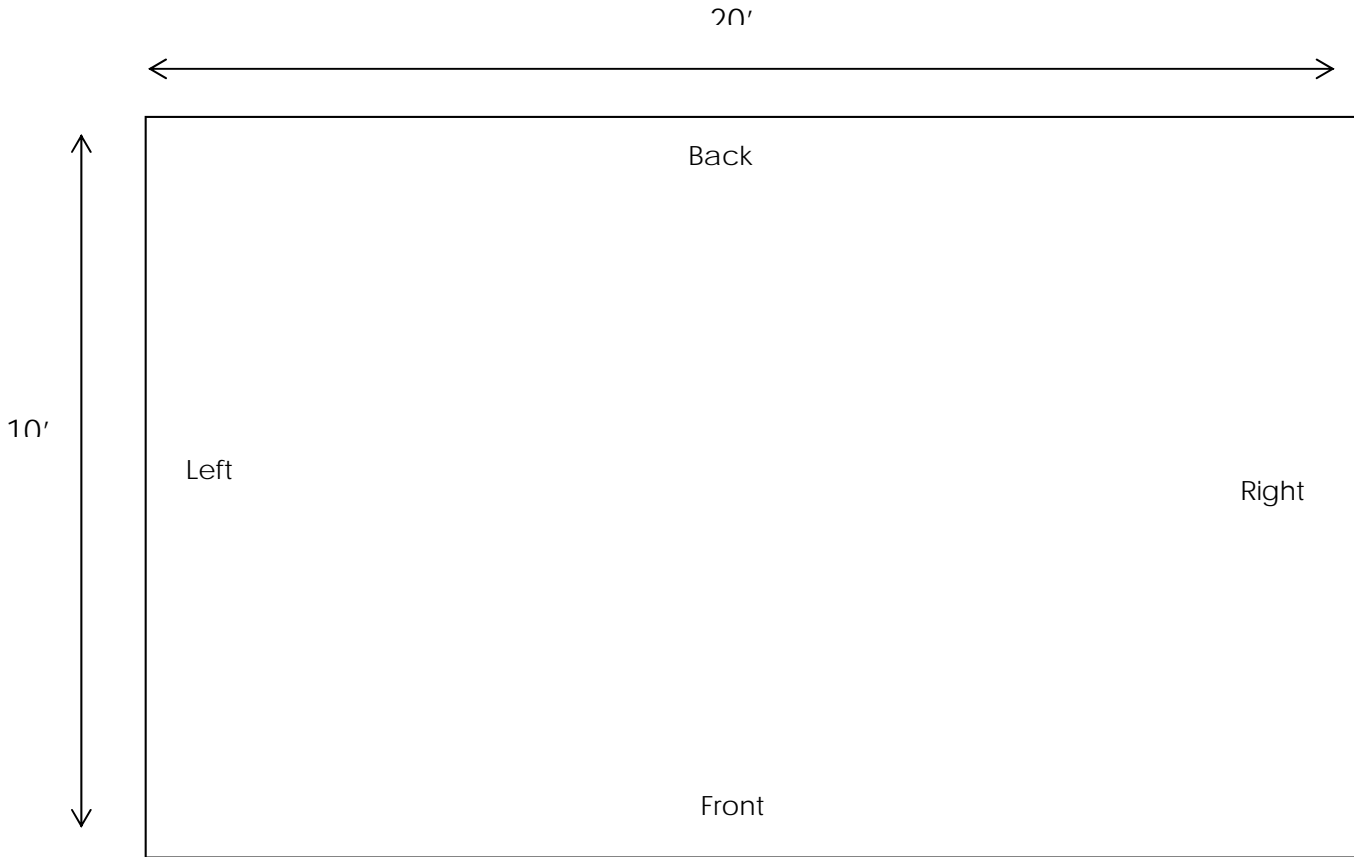
Electricity may be available for the food concessionaires after 5 p.m. on Friday, June 26, 2009, however this cannot be guaranteed.



Allen USA 2009

Concession Booth Measurements and Diagram

Draw a Diagram of your booth and how it will sit in the designated space. Include length with hitch and width, where your serving window is and locations of awnings including dimensions. Booth spaces are 20' by 10' and your booth must fit inside this area. If you require more space please inform us by Monday, June 1, 2009 so we can look at possible solutions. Additional fees may apply.



Trailer Length: _____ ft. (including hitch)

Company Name:

Trailer Width: _____ ft.

Awning:

Main Contact:

Location: _____

Width: _____ ft.

Length: _____ ft.

Contact Number:

Serving Window:

Location: _____



CWD Supply Order Form Form E2

Allen USA Goes Environmentally Friendly!

Keep Allen Beautiful and Community Waste Disposal (CWD) are partnering with the Allen Parks and Recreation Department to create the largest zero waste event in north Texas during the USA Celebration. Waste will be greatly reduced at this event through recycling and food composting.

How can you play a part in this very important initiative?

To attain the Zero Waste goal, we are strongly encouraging all food vendors to participate by using bio-degradable and compostable plates, utensils and napkins. CWD will once again provide all items at no cost to you and all items will be available in advance. In order to receive the recyclable items at no charge you will need to submit your vendor application forms to the City of Allen by the June 1, 2009 deadline.

Disposal containers for compostable materials will be located near the food court and in other strategic areas for ease of disposal. Signs will be supplied to vendors to explain to their customers the goals and process of a Zero Waste event as well as banners posted on site to encourage the visitor's participation. Our vendors will also be promoted throughout the day from the Main Stage and thanked for their participation in this environmental effort.

To better help determine the amount of supplies CWD will need to provide for the Allen USA event this year, please complete the following. Please estimate how many of each of the following, if any, that you will need as accurately as you can, keeping in mind that there will be more product onsite in case your supply runs out. Thank you for your cooperation in our effort to Keep Allen Beautiful!

Thank you for helping Allen USA to "go green" ...and likewise helping you to save costs and maximize your profits throughout the day! What a great partnership!

12 oz Bowl #_____	8oz Cup #_____	8oz Cup #_____	10" Round Plate #_____
7" Round Plate #_____	9" Round Plate #_____	Forks #_____	Spoons #_____
Knives #_____	Sporks #_____	22 oz Cold Cup #_____	10 oz Hot Cup #_____
10 oz Cold Cup #_____	12 oz Hot Cup #_____	12 oz Cold cup #_____	16 oz Hot cup #_____
16 oz Cold cup #_____	12 oz Cold Cup (clear) #_____	16 oz Cold Cup (clear) #_____	6x6x3 Clam Shells #_____
8x8x3 Clam Shells #_____	Clear Cup Lids #_____	Drinking Straws #_____	Napkins #_____





CLASSIFICATION OF FOOD ESTABLISHMENTS & FEE SCHEDULE

The following are definitions utilized by the Health Authority to classify food establishments and delineate the cost of the annual Food Permit:

Establishments Involved in Heavy Food Preparation: Heavy food preparation shall mean any entity in which foods are prepared, utilizing a grill, griddle, deep-fat fryer, commercial-type oven, and any similar food preparation equipment; or any area subject to flooding or wet cleaning procedures due to the cutting or processing of meat, poultry, fish or pork. Heavy food preparation includes, but is not limited to, cafeterias, fast-food restaurants, full-service restaurants, pizza preparation, donut preparation.

Establishments Involved in Light Food Preparation: Light food preparation shall mean any entity in which foods are prepared without the use of fryers, grills or other similar equipment. Light food preparation is usually limited to the preparation of hot dogs, sandwiches, salads or other similar foods and fountain-type cold drinks.

Establishments Involved in No Food Preparation: No food preparation shall mean any entity in which foods are provided prewrapped from an approved source with microwave or convection-type ovens. No food preparation is usually limited to prepackaged sandwiches or similar food, candies, and containerized cold drinks.

1. Food Permits (Make fees payable to the City of Allen)
 - a. Permanent Food Establishments, Catering Services

Grocery	\$300/year	
Heavy Food Preparation	\$200/year	
Light Food Preparation	\$100/year	
No Food Preparation	\$50/year	
 - b. Temporary Food Establishment \$50/event 1 – 14 days
(Non-profit agencies are fee exempt)
 - c. Concession Stands \$100/season 15 - 180 days
 - d. Catering Trucks \$100/vehicle/year
 - e. Ice Cream Trucks \$100/vehicle/year
 - f. Itinerant Vendors \$100/vehicle/year
 - g. Food Carts \$100/year
2. Day Care \$150/year
3. Swimming Pools \$100/year



Paperwork Checklist

Required Forms:

- **Form A1:** Registration Form
- **Form A2:** Food Concessionaire Item Description
- **Form B1:** Food Concessionaire Agreement
- **Form C1:** Agreement of Participation and Waiver of Liability
- **Form D1:** Concession Electrical Requirements
- **Form E1:** Concession Booth Measurements & Diagram
- **Form E2:** CWD Supply Order Form

Forms Provided by Food Concessionaire:

- Certificate of General Liability Insurance
- Texas Sales Tax Permit
- Completed Temporary Food Permit
- Copy of Food Managers Certificate
- Booth Fee \$500

This is only a checklist, please make sure to read all documents thoroughly to ensure all paperwork and required forms are completed and submitted.