



VENDOR BOOTH APPLICATION

Christmas on Main Street
Thursday, December 4, 2014

Company Name	Contact Name
Address	City/State/Zip
Phone	Email

Electricity will be provided for all vendors. **You must provide your own 50ft. extension cord(s) and tape-down.**

Type of booth (all spaces are 10' x 10')

Food Booth (\$50) For profit business or organization (\$50) LPISD Non-Profit Organization (FREE)

List of items sold and/or special requests:

PAYMENT:
Please hand deliver this form and cash or money order to:
 City of La Porte
 Parks & Recreation Department
 1322 S. Broadway, La Porte, TX 77571

INFORMATION:
 Neil Courtney
 Phone: (281) 470-7275

Please make money orders payable to the City of La Porte.

*Christmas on Main Street will take place on Main Street/Spencer Hwy between SH 146 & Broadway. Please read the rules, fill out the form, and return it no later than **December 1, 2014.***

RULES:

1. You may begin setting up at 2 p.m. when the street closes. Set up must be completed by 4:30 p.m. The parade goes down Main Street, so it is important that you are set up on time.
2. You must check in at vendor booth located at 5th and Main Street to get your vendor location.
3. Enter and exit at 6th & Main Street; Please park 2 - 3 blocks off Main Street by 4:00 p.m.
4. One booth per organization. **You must provide your own tables.** Place nothing high in the back of your table that would block the view of merchants' windows.
5. No food may be sold without a food permit from the Harris County Health Department (713- 439-6000). All food must be prepared beforehand; no pits or fires will be permitted. No alcoholic beverages may be sold.
6. The Christmas Committee may contact you if there is a duplication of major items and recommend or request a change (this is to improve your ability to make money). They reserve the right to limit the type and/or number of vendors. Items must be appropriate for children.
7. Only members of your organization may sell for the benefit of your organization at your table.
8. You are responsible for cleaning the area after the event.
9. **You must provide your own 50ft. extension cord(s) and tape; these will NOT be provided by the City. Extension cords must be taped down or you will NOT be able to use them.**
10. NO REFUNDS will be given for any reason.



I, the undersigned, have read, understand, and received a copy of the Christmas on Main Rules and will comply with the stipulations stated.

Vendor Signature: _____ Date: _____