



Aledo Summer Blast 2021



Friday, June 3, 2022

6:00 – 10:00 p.m.

Event Location: Aledo High School front parking lots, 1000 Bailey Ranch Road, Aledo

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VENDOR INFORMATION & APPLICATION

EVERY VENDOR MUST SUBMIT AN APPLICATION TO RESERVE A VENDOR SPACE.

Deadline for Applications with Payment is Friday, May 20, 2022

Outside **VENDOR** spaces are approximately 10'x10' and are reserved for **Commercial Businesses (homebased or storefront), Churches, Non-Profit Organizations, and Arts & Crafts Vendors** who wish to participate.

COST PER SPACE:

Booth spaces are **\$50 per space***, sized at **approximately 10' x 10'**. These spaces may be reserved by commercial businesses, homebased businesses, arts & crafts vendors, food vendors (*restrictions and additional fees may apply*), area churches, and for-profit and non-profit organizations. **Storefront Businesses, Churches, and Organizations WITHIN the City limits of Aledo are free of charge, but **applications are required to be submitted to reserve Vendor's space.** Electricity is not available.*

Reservations are not confirmed until Application and Payment are received by the City of Aledo.

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Please read and understand the following guidelines before submitting your Application. Your submission of this Application indicates your acceptance.

BOOTH ASSIGNMENTS & SET-UP:

- You will be responsible for setting up your entire booth display, including tables, chairs, tent, etc. Each space is approximately 10'x10' in the area designated by the City of Aledo.
- Set-up time may begin no earlier than 1:00 p.m. on the day of the Event only, and must be completed by 5:45 p.m. *NOTE: Setting up your booth with the intent to leave and return is at your own risk! There is no security on site prior to the event and only you are responsible for your booth and its contents.*
- Vendor placement is determined by the City of Aledo. An Event Map will be issued prior to the Event.
- **If you REQUIRE electricity for your booth, please bring a generator for your personal use! Please notify**

FOOD SALES/SAMPLES:

If you plan to give away or sell any food items that are not commercially produced and/or individually sealed at another location (not on-site), please contact City Hall to get the Health Inspection guidelines prior to your commitment to this Event. The Health Inspector does attend our events to conduct inspections, and he will require each vendor to either be in compliance with the Health Code or cease sale of goods.

Though you are not required to file a Health Permit with Parker County, you may be required to do so with the City of Aledo. The cost per City of Aledo Health Permit is \$50 per event, or \$150 per year. Please contact Director of Parks & Events, Erica Haney, at City Hall to inquire as to whether your booth sales require a Health Permit for this event.

WEATHER:

- **The weather is always a factor.** Please prepare yourself and your booth for seasonal conditions. Your participation on the day of the event is ultimately your decision, but no refunds will be issued for no-shows. No exceptions.
- Though weather conditions may impede certain scheduled attractions, the event will continue as planned unless officially cancelled in its entirety by the Mayor of Aledo.
- **Any announcements or notifications of cancellation will be posted on our “Discover Aledo” Facebook Page ONLY at www.facebook.com/discoveraledo.** No personal announcements or emails should be expected.

COURTESY & CLEAN-UP:

- We will require that you be respectful of the Event grounds and property. This includes safe and proper care of your booth: keeping it free from debris and trash during operation, break-down, and upon your departure. Violation may hinder your participation for future events.
- This is a family-oriented event; please be polite and considerate of others. Slanderous comments to or about others, discourteous behavior, foul language, etc., will not be tolerated. Violators risk immediate dismissal and forfeiture of booth fees.
- Your participation in this event is **strictly voluntary**.
 - If you are displeased with any of its aspects *before* the event, please discuss your concerns with the Community Event Planner for resolution. You have the option to cancel up to two weeks prior to the event for a full refund of your Booth Fee.
 - If you are displeased *during* the event, please voice your concerns to the Community Event Planner, either in person or via her cell phone if she is not on-site. If you are unhappy about something relating to the event, please do not spread your negativity to other vendors; it is not productive to them, your patrons, or yourself.
 - If you are displeased *after* the event, you may voice your concerns on the Event Survey you will be receiving via email following the Event, or you may contact the Community Event Planner directly.

CONTACT:

- The primary form of contact regarding this Event is via Email. If you don't have access to a valid email account, please check that box on the Application and provide us with an accurate mailing address.
- Though we make all efforts to be as efficient as possible, it is ultimately your responsibility to contact the City's Parks Director if you have questions, concerns, or missing information regarding the Event.



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Please complete this Application and return it with your Booth Fee by the date indicated above to:

US Mail: City of Aledo, PO Box 1, Aledo TX 76008; Hand-delivery: 200 Old Annetta Rd., Aledo, TX 76008

Payments are accepted in the form of Check or Money Order, made payable to the City of Aledo;

Cash payments only in-person @ Aledo City Hall located at 200 Old Annetta Rd., Aledo TX 76008.

No credit cards accepted.

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Contact Name: _____

Name of Business: _____

Mailing Address: _____ **City:** _____ **Zip:** _____

Email address for Event Correspondence: _____

I do not have an Email Address. Please mail any correspondence to the above mailing address.

Cell Phone: _____ **Alt. Phone:** _____

Type of Products for Sale: _____

By submission and payment of this Application, the Applicant is confirming that he/she has read, understands and accepts the City of Aledo's "Vendor Information" Guidelines for this City Event.

Payment enclosed for (circle one): **One Space** (\$0 - \$50) **Two Spaces** (\$50 - \$100)

For questions or more information, please contact **Erica Haney, Director of Parks & Events @ City of Aledo:**
City Hall: 817-441-7016 Cell: 817-300-0814 Email: parkseventsdirector@aledotx.gov