



CITY OF KYLE

Parks & Recreation Department

700 Lehman Road- Kyle, Texas 78640 (512) 262-3939 agarcia@cityokyle.com

SPECK-TECULAR CRUISE Drive- Thru Trunk or Treat “Trail Markers”- Paid Vendor Guidelines

On behalf of the City of Kyle, we would like to thank you for your interest in being an official vendor for our Spec-tacular Cruise Halloween Trunk or Treat. On Saturday, October 24th, we will have many booths from local groups, organizations, clubs, and businesses that will provide treats to residents of Kyle. Rather than going door-to-door, trick-or-treaters will follow the “Treat Trail” in Gregg Clarke Park to receive candy and goodies. This is a great opportunity to promote your organization, while also providing a fun and safe event for the citizens of Kyle to socially distance while enjoying our Halloween event. Set-Up for vendors will take place from 10:30 am until 12:00pm. The official event time is from 1:00 pm - 3:00 pm utilizing the Gregg Clarke Park area.

Costumes are highly encouraged. Please keep in mind this is a family friendly event. Please decorate your trunk appropriately. We have limited spaces available. You be notified by email when your application has been received. You will also be notified by email on October 21st of your space number.

* ALL booth/Trunk spaces **MUST** be Halloween themed and decorated. Participants are responsible for providing their own decorations, candy, and/or prizes. All candy must be prepacked/ store bought, and you are encouraged to plan for 2,000 + Trick or Treaters.

Deadline for applications is October 9th, 2020 at 5:00 pm. Limited space available; We highly encourage you to register early

Booth Rules:

- Each vendor will need to complete a vendor contract to register for a 10X10 space that will **NOT** include electricity. Vendor shall provide all items and utility services needed for their booth. Electricity, tables, chairs, tents/canopies, and other supplies will not be provided. In addition, vendors shall always keep their space litter free and shall not use loudspeaker systems.
- Organizations and businesses may display a banner or sign advertising their business. The Kyle PARD reserves the right to require the removal of any advertising or merchandise considered to be offensive to the family nature of this event.
- You will be required to follow the local and governmental protocols in place due to COVID-19.
- Each vendor space will be at least 6 feet apart. We will strictly enforce the vendor space dimensions. Please account for all items and decoration needed and request the appropriate amount vendor spaces.



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Business Name: _____

Contact Name: _____

Phone Number: _____ Alt. Phone: _____

Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Trunk/ Parking Space Theme: _____

I would like to request _____ parking spacs for the Trunk or Treat \$35 per space total: _____

CERTIFICATION AND RELEASE OF LIABILITY:

I, the undersigned, certify that I am 18 years old or above participating in the *Trunk or Treat*. I understand that falsification of any information on this form may disqualify me from this event. In consideration of the acceptance of my registration in the *Trunk or Treat* I hereby release the City of Kyle, the City of Kyle Parks and Recreation Department, their agents, employees, officers, and servants from any and all damages and injuries which may occur while I am participating in the *Trunk or Treat*. I certify that I have the legal authority to execute this release on behalf of myself. I also certify that I have received and read this application form completely. I understand that the City of Kyle Parks and Recreation Department staff have the authority to remove participants from the event without refund.

Permission for Photography: The City of Kyle Parks and Recreation Department staff have the authority may use photographs of me to promote the event.

Permission for Medical Treatment: I acknowledge that I have given my authorization for myself to receive medical attention in case of injury or an emergency.

Permission for Equipment Release: I understand that whatever equipment I bring to the event is at my own risk and the City of Kyle is not responsible for lost, stolen, or damaged property. I further understand that I will be responsible for any equipment issued to me by the City of Kyle and will return it to the same person and in the same condition as when I received it.

Signature: _____

Deadline to register as a vendor is October 9, 2020, unless otherwise stated. Vendor Application contract must be scanned and emailed to agarcia@cityofkyle.com or mailed to the City of

Kyle - Parks and Recreation Department, 700 Lehman Road., Kyle TX 78640.

Any Questions Please call Aimee Garcia (737) 999. 4055

Please keep in mind this is a tentative map and subject to change at any time.

