



# Easter Egg-Stravaganza 2024 Food Vendor Information

March 30th, 2024

10:00 am – 1:00 pm

**Location:** Gregg Clarke Park (Map Attached)

**Dates:** March 30, 2024

**Fee:** Vendor Booth fee for each (10X10 space) \$35.00. Vendors will be required to pay the difference on site for space not accounted for on event day.

**(ALL payment are due within 5 business days of receiving the approval email) Failure to make payment WILL result in loss of approval.**

**Deadline:** Deadline to apply and pay is 4:00 pm March 15, 2024

**Booth Vendors:** (All Vendors not offering food/drink intended to be consumed on site) Texas Sales Tax Certificate required as applicable. These vendors may sell items permitted within the CBD-2 Zoning District. Cottage Food Vendors must conform to Texas Law HB 970. All Vendors must be 18 years of age or older.

## **Rules & Regulations:**

- You are limited to offer the items you list on your application.
- Vendors are responsible for applying for food permits through the Hays Health Department and have it displayed event day.
- Vendors will be limited to 4 menu items.
- We reserve the right to remove items if we get an exclusive item vendor.
- We will have a limit of 2 vendors per menu item in order to be able to serve participants in a timely manner.
- Decisions will be based on receipt date of this application and number of events paid for.
- If spaces are not available when application and payment are received, staff will contact applicant.
- Vendors are responsible for their own display equipment, tents/canopies, utilities and set up.
- All items must be within the booth space. **Roaming sales are not permitted.**
- **Vendor spaces are limited to the number of spaces requested. No additional spaces is allotted for equipment or supplies. All items but stay within your area requested.**
- Vendors showing, offering, displaying or bringing notice to live animals are not permitted. Pets on leash and service animals are acceptable.
- The City of Kyle is not responsible for enforcing private company's or corporation's rules on multiple vendors at same events.
- **All vendors are required to bring their own weights to hold your tent/canopy down. Vendors within the Gregg Clarke Park will be PROHIBITED to utilize stakes/or nails to hold down canopies.**
- **THERE WILL BE MANDATORY MEETING ON MARCH 20<sup>TH</sup>. Failure to attend may result in cancellation of application.**
- Electricity is **not** provided by the City. Personal quiet generators with a less than 70 decibel rating may be permitted within your booth. Power cords, hoses or any items must stay within your booth space.
- Vendor spaces are assigned by Parks and Recreation Staff. The areas available will be designated by cones or area markers.
- **Set-up CAN NOT begin earlier than 7:45 am on the day of the event.**
- All booths must be ready by 9:30 a.m.
- All Vendors should exhibit high quality standards.
- *Kyle Parks and Recreation Department Staff reserves the right to allow, or disallow, vendors, products and/or merchandise that we feel do not meet these standards.*
- **Payment Options:** Credit Card, Cash, Check, or Money Orders
  - *Please make checks payable to: City of Kyle Parks and Recreation Department, 700 Lehman Rd, Kyle, TX 78640.*

City of Kyle Parks and Recreation Department

700 Lehman Road, Kyle, TX 78640

[saligaweesa@cityofkyle.com](mailto:saligaweesa@cityofkyle.com)



# Easter Egg-Stravaganza

## Gregg Clarke Park

### 2024 FOOD Vendor Application

*Incomplete applications will not be considered.  
Applications will take 1-2 business days to process.*

Please print clearly.

**ALL PAYMENTS ARE DUE WITHIN 5 BUSINESS DAYS OF APPROVAL EMAIL.**

*All Vendors should exhibit high quality standards. Kyle Parks and Recreation Department.*

*Staff reserves the right to allow, or disallow, vendors, products and/or merchandise that we feel do not meet these standards.*

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Mailing Address/City/Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Texas Sales Tax I.D. Number) if required by the State if Texas): \_\_\_\_\_

☐ I am a Cottage Food Vendor and I understand the law and limitations.

☐ I understand that my space does not include electricity and that I may bring a “quiet” generator.

**Vendors are limited to 4 items. Please list ALL items that you plan to sell at. MUST BE SPECIFIC**

Number of Spaces needed: Canopy (10X10 Space): \_\_\_\_\_ Total Due: \_\_\_\_\_

Number of Spaces needed: Food Truck (10X20 Space): \_\_\_\_\_

☐ I ACKNOWLEDGE ALL COMMUNICATION WILL COME VIA EMAIL LISTED ABOVE AND I MUST CHECK MY EMAIL FOR UPDATES. (CHECK BOX)

I, the undersigned, certify that I am 18 years old or above participating in the Easter Egg-Stravaganza Event. 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 Easter Egg-Stravaganza Event, 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 Easter Egg-Stravaganza Event. 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.

**Permission for Photography:** The City of Kyle Parks and Recreation Department 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 we will return it to the same person and in the same condition as when we received it.

Signature of Vendor: \_\_\_\_\_ Date: \_\_\_\_\_

City of Kyle Parks and Recreation Department  
700 Lehman Road, Kyle, TX 78640  
[saligaweesa@cityofkyle.com](mailto:saligaweesa@cityofkyle.com)

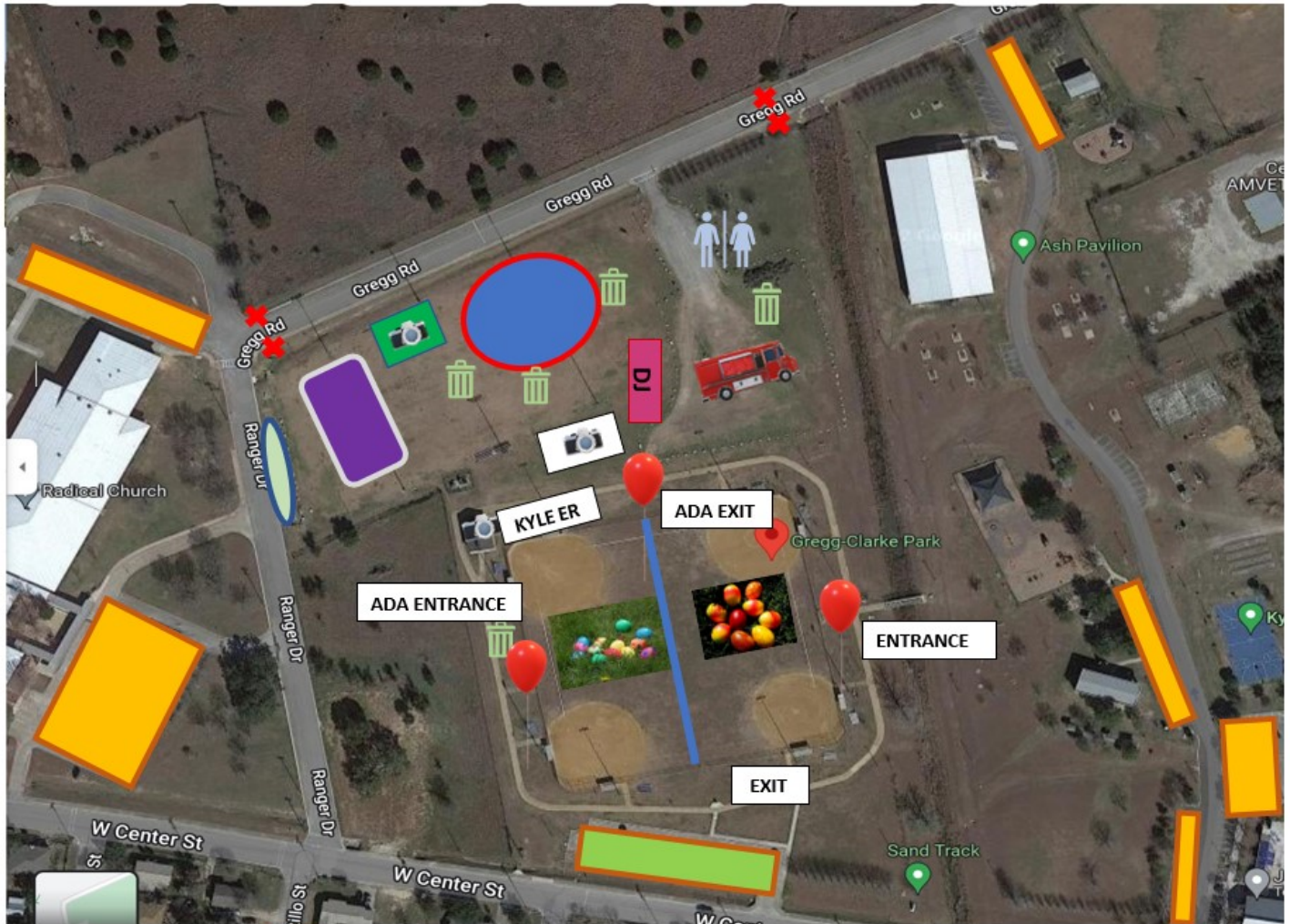











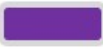

# Easter Egg-Stravaganza

## Gregg Clarke Park

# 2024 Map Layout

SUBJECT TO CHANGE WITHOUT NOTICE



- |  |                |   |           |   |            |  |                   |   |                     |
|--|----------------|---|-----------|---|------------|--|-------------------|---|---------------------|
|  | Public Parking |  | vendors   |  | Restroom   |  | Picture/Photo ops |  | Drop zone Entrance. |
|  | ADA parking    |  | Firetruck |  | Drop zone. |  | ADA/Drop zone.    |   |                     |
|  | Kid's zone     |  | Food zone |   |            |  |                   |   |                     |