



Lufkin Youth Soccer League Vendor Application

Saturday, May 20, 2023

Vendor Guidelines

- Exhibitor must supply, with the application, two pictures of their exhibit or product, as they will be displayed. Lufkin Parks and Recreation has the right to refuse any exhibit deemed inappropriate for this event, and remove any offensive or inappropriate merchandise or displays. Vendors are notified by phone or email if their application is accepted or declined. Payment for vendor booths are due upon acceptance of application via cash, check or credit card.
- The number of spaces is limited. Spaces are assigned by Lufkin Parks and Recreation.
- No electricity will be available. **Quiet** generators are allowed.
- Exhibitors are responsible for their own set up. Equipment such as tables, chairs, etc., are exhibitors' responsibility and will not be provided. Exhibitors' are responsible for their equipment in case of loss or damage.
- Exhibitors that sell a product must collect sales tax if they are not exempt and are responsible for reporting their own taxes to the Texas State Comptroller. Vendors must supply a sales tax certificate copy to Lufkin Parks and Recreation with the application. In addition, this certification must be on display during the event.
- Any "free" giveaway items must be listed.
- No booth may give away or sell food or drinks except as approved by Lufkin Parks and Recreation. Lufkin Parks & Recreation has the right to refuse any vendor.

- Vendors failing to comply with all rules may be required to leave the event and will not be refunded any money.
- Booths cannot be shared or subleased. No fees are refunded after May 20, 2023.
- Exhibitions may not block aisles with displays or persons promoting your booth.
- All vendors must stay within designated area. There will be no mobile vendor sales allowed.
- Hours of operation for the event are as follows: Saturday, May 20th 9am – 3pm. Booths must be set up and ready to open by 9:00am on Saturday, May 20th. No vehicles are allowed inside the marked area of the park. NO EXCEPTIONS.
- In case of inclement weather, a refund will be issued to booth vendors.

I have read the agreement and hereby agree to abide by all rules set forth by Lufkin Parks and Recreation.

Exhibitor Signature

Date

Name of Vendor's Booth

Lufkin Youth Soccer League Vendor Application

1. Company or Organization Name/Booth Name: _____
2. Contact Name: _____
3. Mailing Address: _____
City/State/Zip: _____
4. Phone Number: _____
5. Tax ID # (required): _____
6. Email: _____
 - Please reserve me a vendor booth space (\$30) ()
 - Please reserve me a food truck exhibitor space (\$40) ()
7. I will bring a **QUIET** generator ()
8. Total Amount enclosed: _____
9. Description of items to be sold or displayed (required).

10. You must provide your own display equipment, tables, chairs and trash can.
11. Please initial that you will NOT take down your booth until the event is over on
Saturday, May 20th at 3:00pm. _____ If you take down early, you will not be
allowed to come back the following years.