



## VENDOR APPLICATION

OCTOBER 15, 2022

11 AM TO 8 PM

Please review all rules and regulations in detail as they will be enforced. Your signature on the application acknowledges your understanding of the rules. We look forward to a successful and fun event and hope you will join us!

### GENERAL INFO

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- The Bicentennial Celebration will be in downtown Houma, and around the Courthouse Square area.
- Festival times are from 11 am to 8 pm.
- Electricity is supplied ONLY for Food Vendors.
- Vendor fees MUST accompany the application.
- List of items sold MUST be listed.
- Food vendors if selected (based on limited availability) will receive fresh seafood for their dishes. The committee MUST be told the price of the dish beforehand. The cost must reflect the donation.
- Failure to comply with the festival rules in the document could result in expulsion from the festival and loss of all fees paid.
- **Confirmation letters will be mailed approximately two weeks prior to the festival which will include a map and setup times.**
- **Vendors MUST collect appropriate state, parish, and local sales tax, and remit payment to the appropriate tax office.** Any questions about parish taxes should be directed to Terrebonne Parish Sales & Use Tax Dept. at 985-876-3734.

### BOOTH SPACE

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- Spaces are reserved and accepted on a first-come, first-serve basis. **DEADLINE IS AUGUST 15, 2022.**
- Vendors must supply their own tents, tables, chairs, lightning, and any additional supplies needed.
- Vendors must also provide sufficient staffing in booth(s) for duration of the festival.
- Booth spaces are 10' x 10'. Up to two spaces may be purchased.
- Vendors are responsible for cleaning up vendor spaces, including areas in front/rear of booth.

**FESTIVAL MANAGEMENT WILL NOT PROVIDE CASH/CHANGE DURING THE FESTIVAL.**

### FEES

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- Applications received AFTER AUGUST 15TH will have a late fee of \$20.
- Craft Vendors pay \$75
- Food Vendors pay \$150

- Payments are accepted in the form of check or money order payable to: Helio Foundation in the memo should state Terrebonne 200
- There will be NO refunds in the event of inclement weather.
- Payment is required at the time of application. ***NO space will be reserved until payment is received.***

## PRODUCTS

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- No products with political affiliation shall be sold at the festival.
- Vendor products may be original arts/crafts created by the vendor, or other merchandise. Priority will be given to handmade, hand-crafted items.
- The festival logo is prohibited on all merchandise unless express written permission is obtained from festival organizers in advance of the festival.
- Food vendors receiving the fresh seafood MUST state the dish and price in advance of the festival. Vendors ***may*** be given the sponsor's information to post at their booth.
- Food vendors selected (based on quantity of seafood received) will be notified. Notification of pickup will be given out then.
- No weapons, sill string, laser sighted guns, or popping/cracking type noisemakers or offensive materials of any kind will be accepted or permitted.
- No drinks/alcohol may be sold by Vendors without pre-approval.
- Raffles/contests/active solicitations through festival crowd are not allowed.

## CONTACT INFORMATION

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Leslie W. Jones

Vendor Coordinator

985-746-6418

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8026 Park Ave Government Towers (4<sup>th</sup> Floor TPR)

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Hours: Mon thru Fri 8:30 am to 4:30 pm