



## APPLICATION

### **About Trick or Treat Trail:**

The 2016 Trick or Treat Trail is hosted by the Bastrop YMCA, Bastrop Ministerial Alliance and the City of Bastrop- Parks & Recreation, Main Street Program & Public Library. The inaugural event will take the place of Halloween Fest. The newly revamped concept will bring thousands of parents and children to the Main Street Program Area, focusing the activities at the Library and Fisherman's Park. Candy, Games, Contests and entertainment will ensure a safe and family friendly evening of fun.

### **Trick or Treat Trail Vendor Details:**

- Trick or Treat Trail will take place on Monday, October 31<sup>st</sup> from 5 to 8 p.m.
- Vendor Check In begins at 3:30 p.m. No vendors will be allowed to check in after 4:30 p.m. ALL VEHICLES MUST BE MOVED FROM THE FESTIVAL AREA BY 4:30 p.m., NO EXCEPTIONS.
- Your booth must be set up and ready by 4:50 p.m. No EARLY TAKEDOWN OR CLEANUP is allowed. Vehicles will not be allowed back into the Festival area until 8 p.m.
- Vendors will be given a 10 by 10 space. If additional space is required please denote such on the application.
- The deadline for vendor applications is Friday, October 21<sup>st</sup>, at 5 p.m. absolutely no vendor applications will be accepted after the cutoff date.
- Vendor check in will be located at the corner of Farm & Church Streets.
- Vendor parking will be at Fisherman's Park.
- A detailed event layout map will be sent to you with other event details via email by Tuesday, October 25<sup>th</sup>.
- Vendor assignments will not be given out until vendor check in. NO EXCEPTIONS
- Vendors are required to bring all of their own set up equipment including tables, chairs, canopy's and extension cords.

### **Vendor Requirements:**

Vendor booths will be given at no charge to groups, organizations or business who feature an activity at their booth and hand out candy or other prizes. A limited number of food booths are available. Food booths are \$200. Checks must accompany your vendor application. A limited number of booths with electricity and water are available on a first come, first serve basis.

### **Contact Details:**

Vendor Applications and set up are being coordinated by the City of Bastrop Main Street Program. To turn in a completed vendor application you may scan and email it to [sobrien@cityofbastrop.org](mailto:sobrien@cityofbastrop.org). If you are unable to scan and email it you may call the office to schedule a time to turn in a completed application by calling 512-332-8996 or drop it off at the Bastrop Public Library.

## 2016 Trick or Treat Trail Vendor Application

### Non Food

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

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell Phone you can be reached during the event: \_\_\_\_\_

Please list the items you booth will be handing out during the event: \_\_\_\_\_

\_\_\_\_\_

Please list the game or activity you will be hosting during the event: \_\_\_\_\_

\_\_\_\_\_

Number of 10 By 10 Spaces Requested: \_\_\_\_\_

Do you need electricity at your booth?                      YES                      No

If yes, please list out the equipment you will need to have plugged in: \_\_\_\_\_

\_\_\_\_\_

Do you need water at your booth?                      YES                      No

**2016 General Release: I have agreed to set up a booth as part of the 2016 Trick or Treat Trail, and in consideration thereof, agree to indemnify and hold harmless the City of Bastrop, Bastrop YMCA, Ministerial Alliance and all of its sponsors, and any and all officers, directors, employees, volunteers and agents, from any and all damages, claims or liabilities or judgements arising from the undersigned's activities engaged during this event. These are to include but are not limited to, the attorney's fees incurred in the defense of an action and any other costs, fees or penalties associated with such defense against the above mentioned entities and unnamed sponsors.**

Vendor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**INTERNAL USE ONLY:**

Date Received:

# 2016 Trick or Treat Trail Vendor Application

## Food Booth

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

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell Phone you can be reached at during the event: \_\_\_\_\_

Please list the items you wish to sell during the event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Number of 10 By 10 Spaces Requested: \_\_\_\_\_

Do you need electricity at your booth?            YES            No

If yes, please list out the equipment you will need to have plugged in: \_\_\_\_\_

\_\_\_\_\_

Do you need water at your booth?            YES            No

**2016 General Release:** I have agreed to set up a booth as part of the 2016 Trick or Treat Trail, and in consideration thereof, agree to indemnify and hold harmless the City of Bastrop, Bastrop YMCA, Ministerial Alliance and all of its sponsors, and any and all officers, directors, employees, volunteers and agents, from any and all damages, claims or liabilities or judgements arising from the undersigned's activities engaged during this event. These are to include but are not limited to, the attorney's fees incurred in the defense of an action and any other costs, fees or penalties associated with such defense against the above mentioned entities and unnamed sponsors.

Vendor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### INTERNAL USE ONLY:

Date Received:

Check No: