

## **Mexican Heritage Society of Port Arthur**

### **Outside: Food Truck & Tables Rules & Regulations**

**September 14, 2019**

Fiesta will be on September 14, 2019. Time is tentatively set from 10:00 am until 6:00 p.m. You may set up as soon as 8:00 am on Fiesta Day.

- Due date to pay rental is August 24, 2019. Everyone must submit contract and their form/payment by due date.
- To set up outside you must bring your own table, chairs, setup, etc. and to have displayed the name of the group/organization/company etc. visible to the public. You are also responsible for pickup of area after 6 p.m.
- You are also responsible for the pickup of area after 6 p.m. All trash etc. must be picked up and nothing left behind.
- Portable shades (pop up tents etc.) are acceptable but you are responsible for setup and takedown.
- The sponsor of outside vendors/tables is responsible for buying table workers wrist bands to use the restroom facilities inside the civic center at a discounted rate (we will not have restroom outside). Upon purchasing you are welcome to visit Fiesta attractions, booths, food, etc. once inside.
- A minimum of at least 2 working people and a maximum of 4 at tables outside. Breaks for restroom/entrance to Fiesta cannot leave a table without at least one working person attending the table.
- Outdoor non-profit table pricing:
  - ◆ Non-profits who will not be selling can set-up outside at no charge. All other rules still apply. Proof of non-profit status will be required to have a table at no charge.
  - ◆ Non-profits who will be selling (proceeds must benefit the non-profit) can set up outside at the price stated in the contract. All other rules still apply. Proof of non-profit status will be required to purchase a table.
- If you have any problems or questions, please talk to the president Zulema Escobedo or one of our Executive Board members. Do not take matters into your own hands. Questions can be directed to: Committee Chair: Roselyn 409-989-9461 or Veronica Bermudez 409-543-6565; additional board member numbers can be found at [www.mexicanheritagefiesta.com](http://www.mexicanheritagefiesta.com)

Payments and contract must be mailed to:

**Mexican Heritage Society**

**PO Box 1669**

**Groves, TX 77619**

**Mexican Heritage Society of Port Arthur**

**Outside: Food Truck & Tables**

**Contract**

**September 14,2019**

Fiesta will be September 14, 2019. Table time is set from 10:00am – 6:00pm at the Port Arthur Civic Center.

You May set up as soon as 8:00am Fiesta Day

Please mail this form with your payment to:

**Mexican Heritage Society**

**PO BOX 1669**

**GROVES, TEXAS 77619**

I HEREBY AGREE TO ABIDE BY ALL LOBBY TABLE RULES AND REGULATIONS AS SET FORTH BY THE MEXICAN HERITAGE SOCIETY OF PORT ARTHUR TEXAS AND THE PORT ARTHUR CIVIC CENTER. CONTRACT YEAR 2019.

CONTRACT YEAR: \_\_\_\_\_ 2019 \_\_\_\_\_

**AMOUNT TO BE PAID:**

**Please Circle One:**

Food Truck  
\$250

Outside Table  
\$100

Non-Profit (Selling)  
No Charge \$50

Non-Profit (Must Not Sell)  
\$0

Print name of contact person: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

**Non-Profits Only: EIN #: \_\_\_\_\_**

**or please attach form of Non-Profit Identification upon submitting contract.**

Questions can be directed to:

Committee Chair: Roselyn 409-989-9461

## OUTSIDE FOOD TRUCKS & TABLES RULES/REGULATIONS & CONTRACT

or Veronica Bermudez 409-543-6565; additional board member numbers can be found at [www.mexicanheritagefiesta.com](http://www.mexicanheritagefiesta.com)