



[www.hogeyefestival.com](http://www.hogeyefestival.com)

[hogeye@ci.elgin.tx.us](mailto:hogeye@ci.elgin.tx.us)

### FOOD VENDOR APPLICATION PROCEDURE:

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Applications may be submitted to [hogeye@ci.elgin.tx.us](mailto:hogeye@ci.elgin.tx.us), mailed to Hogeye Festival, PO Box 591, Elgin, TX 78621, or turned in at Elgin City Hall, Community Development Department, 310 N. Main Street, Elgin, TX 78621.

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- Vendors are responsible for obtaining the necessary **Bastrop County Temporary Food Permit** through Bastrop County. All food vendors must have this permit displayed at their booth on the day of the festival.
- **A photo of the booth/trailer setup must be submitted** at the time of application. Photos may be emailed to [hogeye@ci.elgin.tx.us](mailto:hogeye@ci.elgin.tx.us) or sent by mail. **You must indicate in the comments section how your photo will be submitted.** Photos become property of the Hogeye Festival Committee.
- **Soda, sport drinks, flavored water (except tea and lemonade), and alcoholic beverages are the sole concession of the Main Street Board and may not be provided by any vendor.**
- **Application must contain a COMPLETE list of food items to be sold AND the number and type of all appliances to be plugged in at the festival.**
- **Payment methods** available include cash, credit/debit, check, and money order. Please make checks payable to **Elgin Main Street Board**.
- Payment in full must be submitted at time of application. If submitting an electronic application and mailing in or dropping off payment at the office, please ensure that you include a note with the payment that includes both your name and business. Your application will not be processed until payment has been received.
- **All booth fees are nonrefundable. No refunds in case of inclement weather.**
- Approval letters will be emailed. Please check your email often, as this is the main form of communication between the Hogeye Festival Committee and vendors.
- Approval can take up to four weeks.
- Vendor booth assignments will not be given out before check-in.

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Please note that failure to submit all required information will delay your application and result in a non-refundable reprocessing fee of \$15.

# FOOD VENDOR APPLICATION

## Vendor Information

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

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

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

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

License Plate Number of car used at the festival: \_\_\_\_\_

## Booth Information

Please specify if you have a  tent or  trailer

If a trailer: Length: \_\_\_\_\_ Width: \_\_\_\_\_ And side of serving window: \_\_\_\_\_

All spaces are 10x12. All equipment (tables, displays, etc.) must remain within the space boundaries.

Vendor Type	Before Oct. 1	Oct. 1 and after
Food	\$235	\$255
Non-Profit Organizations	\$45	\$55

Number of spaces desired: \_\_\_\_\_ X Booth Price: \_\_\_\_\_ = Booth Total \_\_\_\_\_

Please include a list of **ALL** items to be sold – all food and drink items must be pre-approved. Selling items not pre-approved could result in the forfeiture of your booth fee and possible dismissal from the festival grounds.

Food/Drink	Food/Drink

**FOOD VENDOR APPLICATION**

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*Electrical Information*

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Electrical Outlets: Do you need electricity:  yes or  no

One 20 amp outlet is provided per food/drink booth only if needed. Additional outlets are \$10 each.

How many additional 20 amp outlets will you use?: \_\_\_\_\_ X Outlet Cost: \_\_\_\_\_ = Electrical Total: \_\_\_\_\_

Electrical appliances to be used:

Appliance	Quantity

\*Final determination of individual electrical needs will be made by the Hogeye Festival committee\*

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*Ice Information*

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Please estimate the total number of 20 lb. bags you will need: \_\_\_\_\_

Pre-order: # of Bags: \_\_\_\_\_ X Cost per Bag: \_\_\_\_\_ = Ice Total: \_\_\_\_\_

\*Ice will be \$6 dollars per bag the day of the event.\*

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*Payment*

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Booth Cost: \_\_\_\_\_

Electrical Cost: \_\_\_\_\_

Ice Cost: \_\_\_\_\_

**TOTAL DUE:** \_\_\_\_\_

**FOOD VENDOR APPLICATION**

**PAYMENT METHOD:** check  cash  credit/debit card  money order

Card Number: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Expiration: \_\_\_\_\_

Security Code: \_\_\_\_\_

Billing Zip Code: \_\_\_\_\_

I/We, \_\_\_\_\_, release all sponsors, co-sponsors, clubs, organizations or individuals involved in the Hogeye Festival from any liability, product or personal, for the duration of the event. I have enclosed my non-refundable booth fee. I have read the rules and agree to abide by them. I understand that failure to comply with the rules set forth by the committee will result in termination of this contract without recourse by the participant and the Hogeye Committee, Elgin Main Street Board or City of Elgin shall not be liable to anyone for this action.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please do not write in the box below. Festival use only.**

Postmark date:_____ Amt. _____ Payment Method:_____ Check #_____
Vendor accepted/rejected (circle one) Y      N      Reason:_____
Check to A/R:_____ Vendor notified:_____