

**ROYSE CITY CHAMBER OF COMMERCE
FUNFEST RULES AND GUIDELINES**

Registration:

Booth assignment will not be made until all paperwork and payment have been received
No rain date for this event
Request for electricity must accompany registration form; provide own extension cord
Requests for refunds must be in writing and received by September 7th
The Chamber is not responsible for lost applications or payments
Applicant is responsible for sales tax
Checks accepted or may register online www.roysecitychamber.com/registration



to

Food Vendors must fill out & return the Royse City Food Permit and **Cottage Bakers** must adhere guidelines laid out in HB970 at www.texascottagedfoodlaw.com.

SET-UP:

FOOD VENDORS

Food Vendors will be on North Arch Street. Water and electricity is available.

****Food Vendors ONLY** may set up the Friday before FunFest and is on a **FIRST COME** basis.

Applicants must have their own electrical extension cords. WE MUST KNOW THE CONFIGURATION OF YOUR PLUG SO OUR PANELS CAN HAVE THE PROPER RECEPTACLE AND BE PREPARED TO ACCOMODATE YOU! I.E.: See photo of plug on this page

ARTS & CRAFTS VENDORS

Set up begins at 8:30 am and must be completed by 10:30 am.

(All vehicles must clear the street by 10:30 am.)

***Pull up to your space, unload your vehicle, leave items in space, go park, then come back to set-up.**

DO NOT leave your vehicle in the middle of the street blocking traffic while you set up

****Vendors to be ready to open by 12:00 am & remain open until 6:00 pm**

Each vendor is responsible for his or her own tables, chairs, awnings, extension cords, etc.

***** Vendor #'s 100 – 186 must enter Main Street from Elm/548 on West end of 66**

Vendor #'s 200 & Up must enter Main Street from Plum on East End of 66

Vendors on FunFest Lane (N. Arch) must enter from BURTON AND ELM, then left on Arch for set-up.

TEAR-DOWN:

****NO TEAR DOWN ALLOWED UNTIL 6:00 P.M. – If you cannot adhere then please do not attend this event as a vendor****

****At 6pm Tear Down: pack everything up, take down your tent, throw your garbage in the vendor dumpster, THEN go get your vehicle and load it up****

DO NOT leave your vehicle in the middle of the street blocking traffic while you tear down.

Booth Space:

Arts & Crafts booths are 10' x 12'; more than one booth may be reserved
Chamber will assign & e-mail booth numbers once payment & registration are received
Special requests will be considered if identified on application
The Chamber may change booth assignments if necessary
Volunteers will be available to assist in locating your booth
No items may be sold other than those identified on the application & agreed upon

***The Following Items are Not Allowed!: Garage sale type items, silly string, fireworks, food shooting toys**

IMPORTANT: Arts and Crafts Vendors & Businesses are not allowed to give away or sell food and drink

****I have read and agree to these terms:*** _____

Royse City Chamber of Commerce, 102 W. Old Greenville Rd., Royse City, TX 75189
972-636-5000 info@roysecitychamber.com www.roysecitychamber.com/registration

VENDOR PARKING & SHUTTLE PROVIDED BY RCISD FROM RC MIDDLE SCHOOL