



Parks & Recreation Department

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ECLIPSE OVER TEXAS VENDOR INFORMATION

Thank you for your interest in joining us for our event, 2024 Eclipse Over Texas: Live from Waco. Eclipse Over Texas will feature science talks, food trucks, guided eclipse viewing, a STEAM Zone of engaging and educational activities, telescopes, astronomers, vendors, a live broadcast on WB Discovery, and family fun!

Please note: Vendor space is limited, and a completed application does not guarantee space.

Eclipse Over Texas will take place on Monday, April 8, 2024, at Touchdown Alley

- Eclipse Over Texas will attract approximately 15,000 to 20,000 people to the banks of the Brazos River for a spectacular view of the Total Solar Eclipse.
- Eclipse Over Texas is located at Touchdown Alley, on the grounds of Baylor University's McLane Stadium, 1001 S. MLK Blvd. The site sits along the Brazos River.
- Eclipse Over Texas is a ticketed event, and the show takes place from 10 a.m. to 4 p.m. **Event patrons are allowed to bring food/drinks into the event venue.**
- **Vendors must be set and ready to serve by 10 a.m. Driving will not be allowed in the event site after 9 a.m., and all vendors must remain in place until patrons**

clear. Vendors who arrive after 9 a.m. will NOT be permitted into the event area.

Scheduled activities include:

Science Talks
STEAM Zone
Live Broadcast
Astronomer Meet and Greet
Telescope Viewing

Enclosed in this packet, you will find a vendor application form and vendor guidelines.
Please complete the application form and return it to:

Sonja Gonzalez
2024 Eclipse Event Coordinator
1034 Ridge St.
Montrose, CO 81401
sonja_gonzalez@lowell.edu

VENDOR APPLICATION

Electricity (up to 50 amps, single phase 120 volts) will be provided. Charges will apply for additional electricity.

VENDOR (FOOD, MERCHANDISE)
Fee: \$500

DRINK & DESSERT VENDOR
Fee: \$275

PLEASE NOTE –VENDORS CANNOT DRIVE VEHICLES IN THE EVENT AREA BETWEEN 9 a.m. and 4 p.m. Vendors who arrive after 9 a.m. will not be permitted into the event area. All event patrons must be cleared before vehicular traffic is allowed within the event area. This will be monitored and enforced by onsite Waco PD officers.

All vendor fees must be paid prior to the event.

Vendors are required to have a Temporary Food Permit to vend at the event. The Environmental Health Department must receive this application at least 5 working days prior to the event. Failure to submit an application on time with the required \$45 fee will result in the assessment of a late fee double the normal fee amount.

TOTAL DUE: \$ _____

Name of Business/Organization: _____

Contact Person: _____

Address: _____ Email Address: _____

City: _____ State: _____ Zip: _____

Daytime phone: (____) _____ Evening phone: (____) _____

Types of items to be displayed/sold/price range:

*Attach additional sheets if necessary.

ITEM	PRICE	ITEM	PRICE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*Please read the vendor guidelines sheet carefully.

I agree with the enclosed guidelines.

Vendor Signature

Date

VENDOR GUIDELINES

1. **No refunds will be administered.**
2. Return completed applications to **Sonja Gonzalez, 2024 Eclipse Event Coordinator, 1034 Ridge St. Montrose, CO 81401. Applications can also be emailed to Sonja_gonzalez@lowell.edu.** A completed application does not guarantee vendor space.
3. All drink sales are to be approved by Eclipse Over Texas. No glass bottles are allowed in the event. **All drinks must be in cans or served in cups.**
4. All vendors are responsible for providing their own covered 10 x 10 tent, tent lighting, and outdoor heavy-duty electric cords with covers. **Electric cords must be protected with cord covers.**
5. You will be required to supply your own chairs, tables, display boards, etc.
6. Electricity (up to 50 amps, single phase, 120 volts) is included at no charge. **Charges will apply for additional electricity.**
7. Eclipse Over Texas staff will assign vendor locations.
8. Each vendor will be accepting of cash and is responsible for their own security during events (i.e. locked cash box).
9. A sign must be prominently displayed at your booth with all prices.
11. All changes in prices and quantities of food must be approved by Eclipse Over Texas staff.
12. Application for a temporary food permit must be submitted to the City of Waco Environmental Health Department (750-5464) **at least 5 working days prior to the event date. There is a \$45 application fee.**
13. All booths must comply with all City and County Health Department regulations.
14. Concession vendors will be responsible for equipping their booths with a fire extinguisher.
15. Concession vendors will be responsible for equipping their booths with hand-washing facilities in compliance with City and County Health Department regulations.
16. **Smoking is not allowed in food booths.**
17. If LPG or compressed gas is used in your food booth, the vendor must apply for a permit from the City of Waco Fire Marshal.
18. Concession booths will be inspected by the Environmental Health Manager and the Fire Marshal.
19. Absolutely no one under the age of 12 will be permitted in or behind the food concession booths.
20. The Health Department mandates the washing of equipment, cooking and serving vessels, pots, pans, and the like must be done entirely in your booth or off event premises.
21. **Eclipse Over Texas staff, Baylor University, Lowell Observatory, and the City of Waco** are not responsible for lost or stolen merchandise.
22. No tent fronts will be provided for inclement weather.
23. Eclipse Over Texas staff reserves the right to exclude products, services, or advertising to protect sponsorship agreements and endorsements.
24. **Booths must be set up and vehicles removed from the event site no later than 9 a.m. on April 8th. Parking will be available in public parking lots. You are responsible for transporting merchandise and/or food to your booth.**
25. **All trash and waste must be removed immediately following the event. Your company will be billed for any clean-up if trash is not disposed of properly.**
26. **All decisions made by the Eclipse Over Texas staff are final.**
27. **The Eclipse Over Texas planning committee will select vendors best suited for this event and reserves the right to refuse any vendor application for any reason. Priority will be given to local vendors and education-focused vendors.**