



Annual Bastrop Homecoming & Rodeo

Food and Merchandise Vendor Application

Date of Event: July 31 - August 2, 2025

Event Location: Mayfest Hill Park, 25 American Legion Drive, Bastrop, TX 78602

As a 501(c)(3) non-profit, all-volunteer organization, Bastrop Homecoming, Inc. fulfills its mission to award scholarships to both Bastrop High School (BHS) and Cedar Creek High School (CCHS) through proceeds raised during this annual event. Please visit <https://www.bastrophomecomingrodeo.org/> for more information about our historic event.

Please fill in the below information (all information required):

Business Name: _____ Tax ID #: _____

Business Contact Name: _____ Contact Phone Number: _____

Contact Email Address: _____ Day of Event Contact Number: _____

Booth size requested (check one):

____ 12' X 12' Canopy (not provided, but required) - \$0 ____ Extra Space (greater than 12' X 12') - \$50

Food Truck Measurements (must check extra space if greater than 12'X12'): _____

Type of Booth requested (check all that apply):

____ No Electricity Required - \$150 ____ Electricity Required (110V Outlet) - \$200

____ Electricity Required (220V Outlet) - \$250 ____ Electricity Required (30 to 50 AMP) - \$200

____ Water - \$50

A check or cashiers check should be mailed to:

Bastrop Homecoming Vendor Coordinators

PO Box 215

Bastrop, TX 78602

Cash payments will not be accepted.

Money order or cashiers check are accepted and should be made payable to Bastrop Homecoming & Rodeo.

Credit Card payments are accepted for a small processing fee - please email us for payment details.

For information and questions, please email us at vendors.bhr@gmail.com

General food or merchandise to be sold (this section is required):

- Please provide a brief description of **ALL** of the food or merchandise items you will be selling in the blank spaces on page 3.
- Separate vendors cannot share a space and should submit a separate application and fee.
- **No alcohol may be sold by any vendor at this event other than alcohol being sold under the Bastrop Homecoming and Rodeo liquor license.**

BHR Stipulations (please read thoroughly):

- These fees are for Thursday through Saturday (July 31 - August 2, 2025), and will not be reduced for Friday/Saturday only.
- These fees are Bastrop Homecoming and Rodeo fees and are separate from any local, county or state fees required to be a food vendor - see City Ordinance section below for more information.
- Vendor Booths are filled on a **first come first serve basis. Vendor booth availability ends May 9, 2025.**
- To be considered for a Vendor Booth, the committee **MUST** receive your completed application, payment in full, AND sales and use tax certificate for the State of TX.
- Once a food vendor is approved, they will be **REQUIRED** to provide a copy of their mobile food vendor permits from the city of Bastrop and an approved health permit from Bastrop County - see permit details section below for more information.
- If a vendor is rejected by the BHR committee, a full refund will be provided. **Fee refunds will not be available for any other purpose (including failed city inspection of any kind) once application is approved by the committee.**
- Vendors that are not selling anything **DO NOT REQUIRE** any kind of permit or sales tax certificate, but **DO REQUIRE** an application.
- All Vendor Booths are 12' X 12' increments. If your set up is larger than a 12' X 12' space, an additional \$50 per booth/space is **REQUIRED**.
- Multiple "same item" vendors are subject to committee approval. You should expect that *some* vendors will sell *some* of the "same items". We **DO NOT** offer exclusivity of items under any circumstance.
- Events begin each day at 7PM. Vendor booths are **REQUIRED to be open for business by 6PM each day** and run through 12AM each night (Saturday night, grounds are open until 1AM - you decide if you stay open until 1AM).

- Vendor Booth set up **MUST** occur on **Thursday, July 31st, between the hours of 10AM and 1PM**. All vehicles **MUST** be removed from vendor areas by 3PM on **Thursday, July 31st**. Vehicles will not be allowed in the vendor areas on Friday or Saturday.
- If a vendor is unable to meet the required set up hours, the committee needs to know in advance. Coordination of set up will need to be discussed prior to application approval. If we are unable to coordinate, your application will not be approved.
- You may begin operating your Vendor booth at 3PM each day. IT WILL BE HOT! **Please consider electricity in the booth type requested selection above. We are unable to provide unreserved electricity at the time of the event.**
- If you are food vendor, **please consider an outdoor seating area**.

Permit details for food vendors (post vendor approval):

- Obtaining a permit can be done at <https://www.co.bastrop.tx.us/upload/page/0149/docs/Temporary%20Food%20Permit%20Application.pdf> OR by completing the attached Temporary Food Permit Application for a single event.
- No person shall act as a Mobile Food Vendor in the City without a permit issued by the City.
- Mobile Food Vendors must meet all applicable state and local laws and regulations, including but not limited to the Rules.
- Each Mobile Food Vendor shall display at all times in a conspicuous place where it can be read by the general public:
 - the City of Bastrop permit under this article [Article 4.04] and permit number
 - a health permit from Bastrop County
 - a copy of a Texas sales tax and use certificate
- Mobile Food Vending Units (Truck, Trailer or Concession Cart) must be movable by motorized or non-motorized means.
- Mobile Food Vending Units cannot obstruct driveways or fire lanes.
- Two sandwich board signs may be used on-site during business hours. All other signage must be on the truck or trailer and mounted flush to the surface of the unit.
- Any Mobile Food Vending Unit that will be in one location for more than four (4) hours shall provide covered garbage and storage facilities for employee and customer use of sufficient size that refuse (aka trash) is fully contained in a manner that prevents litter and remains insect and rodent-proof.
- **The signed application for Mobile Food Permit should be taken to Bastrop County Development Services office at 211 Jackson Street, Bastrop, TX 78602. Payments will need to be made by check, money order, or via credit card. Cash is not accepted. Reception Staff will take the permit application and issue a receipt of payment as well as a permit. Inspection will be scheduled for Thursday, 6:30PM sharp.**

City Ordinance 2020-02 (code requirements):

- Per City of Bastrop city ordinance 2020-02, *City of Bastrop Mobile Food Vendor* the following general notes can be found at <https://www.cityofbastrop.org/upload/page/0448/docs/Mobile%20Food%20Vendor%20Checklist.pdf>.
- Additionally, the City of Bastrop Fire Code Compliance can be found at <https://www.cityofbastrop.org/upload/page/0448/docs/Fire%20Mobile%20Food%20Vending%20Requirements.pdf>