



# 2024 FROG FESTIVAL FOOD VENDOR REGISTRATION

## May 9-11, 2024 Frog Festival Grounds

Please complete and return to the Rayne Chamber of Commerce. Payment must accompany the reservation form or your request for booth space will not be guaranteed. Booth spaces are non-refundable and non-transferable. NO OUT OF TOWN CHECKS WILL BE ACCEPTED. Money orders should be made payable to the Rayne Frog Festival. Any credit card payments will incur a 4% transaction fee.

- Booth size: 20' wide x 20' deep (if you need more than 20' for your booth, you must purchase two spots)
- Certificate of Insurance with a minimum of \$1,000,000 is REQUIRED and must accompany your reservation form and payment.
- ALL VENDORS except non-profit organizations are required to purchase a \$50 license from the City of Rayne (Please see attached City of Rayne License Application)
- Before obtaining a license from the City of Rayne you will need to have a clearance letter faxed to city hall from the Acadia Parish School Board Tax Department (337) 788- 2463.
- Vendors must follow the attached Board of Health Information sheet.
- All vendor booths MUST BE open Friday, May 10, 2024 from 5:00 p.m. - 12:00 am and Saturday, May 11, 2024 from 9:00 a.m. - 12:00 a.m.
- Deadline for all booth reservation forms and required paperwork is April 12, 2024.
- Please mail payment (payable to Rayne Frog Festival) and forms to: Rayne Chamber of Commerce, 107 Oak Street, Rayne, LA 70578.
- If you have questions, please contact Jan Broussard at (337) 334-2332 (10 am- 4 pm M-F) or via e-mail at raynechamber@gmail.com.
- Food vendors - \$750.00 for one space (20' wide by 20' deep). Limited to 10 vendors. First pay - first choice of space.
- If your equipment is larger than 20x20, more than one spot is required.
- Vendor request for "Exclusive" rights to sell specific food items - \$250.00 per food item
- Vendor port-a-let to be placed at vendor booth space for your organization's use only \$80
- NO FRIED FROG LEGS ARE TO BE SOLD WITH THE EXCEPTION OF THE RAYNE CHAMBER OF COMMERCE
- Spots given on a first come, first serve basis once payment is received.

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

Contact Person: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

List of concession, products, displays you plan to sell/promote/exhibit (please attach additional items) \_\_\_\_\_

Please provide pictures with your booth as well as dimensions: e-mail to raynechamber@gmail.com. I have read the booth rules and Board of Health Information for operating a booth at the Rayne Frog Festival and do hereby agree that \_\_\_\_\_ (name of organization/business) and all members associated with our organization/business will comply.

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

DATE RECEIVED: \_\_\_\_\_ PORTALET REQUEST AMOUNT PAID: \_\_\_\_\_

VENDOR BOOTH FEE AMOUNT PAID: \_\_\_\_\_ CASH: \_\_\_\_\_ CHECK: \_\_\_\_\_ MONEY ORDER: \_\_\_\_\_ CC: \_\_\_\_\_

PICTURES SENT: \_\_\_\_\_



# 2024 FOOD VENDOR BOOTH RULES

## BOOTH REQUIREMENTS:

- All booths will be marked for your convenience
- Each vendor needs to submit a picture of their tent or trailer (REQUIRED)
- Booths must be set-up by noon on Friday, May 10, 2024. Set-up may begin Wednesday, May 8, 2024 at 2PM. Appointment needed for set-up.
- Booths will open from 5PM - 12AM on Friday, May 10, 2024 and 9AM - 12AM on Saturday, May, 11, 2024 with the close of the Festival.
- All booth fees are non-refundable and non-transferrable
- We encourage you to provide garbage receptacles at your booth space. Large dumpsters are provided on the grounds should you need to empty you receptacles before the overnight crews can do so.
- All trash must be bagged and put into the dumpster before you leave the grounds. Failure to pick up your trash will result in not being allowed to return as a vendor in future years.
- **THERE WILL BE NO MOVING OF VEHICLES AND NO ENTRANCE IN AND OUT OF THE GATES AFTER 4PM ON FRIDAY, MAY 10, 2024.**

## FESTIVAL REQUIREMENTS:

- Beer and other alcoholic beverages can only be sold by the Rayne Frog Festival, as they have exclusive rights to all alcoholic beverage sales
- No music will be allowed in booths out of courtesy for bands performing on the stage
- All water, and non-alcoholic beverages will be sold solely by the Rayne Frog Festival, with the exception of lemonade.
- No RV's or campers will be allowed to be parked inside the festival grounds. We encourage you to contact the City of Rayne at 337-334-3121 to make a reservation next to the festival grounds
- Vehicle gate entrance/exit will be closed during the festival's operational hours for security and safety. The gates will be open from 7AM - 8AM Saturday to replenish your supplies. We encourage you to have access outside the grounds if supplies are needed during festival hours.
- Literature and/or signage or endorsing any political candidates or deformation is prohibited.

## FESTIVAL TO FURNISH THE FOLLOWING:

- Water is available to all booths (vendor must supply their own hose for connection)
- Vendors will receive 6 passes for working personnel for the weekend. You will be able to purchase additional passes should you need; please notify us prior to May 10th, 2024.
- One (1) car pass per booth will be assured to each organization or business
- Ice will be provided for sale at the festival grounds. Please contact the beverage booth if needed. Cash only.
- Electrical - see attached.

**THANK YOU FOR YOUR COOPERATION AND WE WISH YOU A GREAT FESTIVAL!**