



Dear Food Vendor:

Thank you for expressing an interest in being a Vendor for the 2019 Sugar Cane Festival which will be held in Bouigny Plaza, located on Main Street in New Iberia on September 27, 28, and 29, 2019.

Please find enclosed an application packet to become a vendor. **Please fill out the application completely, attach deposit and proof of General Liability Insurance and return to the following address:**

LA Sugarcane Festival & Fair Association  
Vendor Committee  
P.O. Box 9768  
New Iberia, LA 70562

The deadline for vendor applications is **September 1, 2019**. We will let you know if you have been accepted as soon as possible.

If you have any questions, please feel free to contact our office at (337) 369-9323 or email us at [sugarcanefestivalvendor@gmail.com](mailto:sugarcanefestivalvendor@gmail.com).

## **REGISTRATION REQUIREMENTS:**

The fee for vendors is **\$200.00 per booth space** for a 30'x20' space. You are required to provide your own generator, fuel, tent and waste water disposal.

You are required to keep your area free of debris and to dispose of your cardboard boxes and waste water in the designated areas. **At the end of the festival, your area will be inspected failure to clean up your area will disqualify you from future festivals.**

**Deadline** for the acceptance of applications is **September 1, 2019**. Reservations will be confirmed upon decision of Vendor Committee. In order for the committee to consider your application, the following is necessary:

- Completed application form.
- \$ 200.00 booth fee, (Money order or cashier's check ONLY). You may also charge your booth fee by Visa/MasterCard with an additional service charge of \$3.00. Personal checks will not be accepted.
- Copy of General liability insurance (minimum of \$250,000). Your insurance policy binder must include the following wording: Insurance Certificate that indemnifies the LA Sugar Cane Festival & Fair Association.
- City of New Iberia Occupational License

You will not be able to set up your booth until your insurance policy is filed in our office.

## **Copyrighted Items and Contracts Exclusives:**

The La Sugar Cane Festival Association has copyrighted the following phrases:

- "Hi Sugar"
- Louisiana Sugar Cane Festival and Fair Association"

No vendor will be allowed to use or sell any items with the above copyrighted phrases printed on them. We will strictly adhere to this policy.

## **Booth Requirements:**

**All equipment must be within your assigned booth space. YOU ARE NOT ALLOWED TO WALK THE GROUNDS SELLING YOUR WARES. NO EXCEPTIONS.**

Vendors must furnish all backdrops, extension cords, signage, tables, etc.

If you have any additional questions concerning power to your booth please contact the Office Phone or contact me by email  
[sugarcanefestivalvendor@gmail.com](mailto:sugarcanefestivalvendor@gmail.com)

## **Downtown Festival Activity Dates and Times:**

Friday, September 27 4:00 PM until 12:00 AM  
Saturday, September 28 10:00 AM until 12:00 AM  
Sunday, September 29 9:00 AM until

SET UP TIMES AND REQUIREMENTS:

**Set up begins at 12:00 pm on Friday afternoon of the festival.** No parking of vehicles, etc. or setting up allowed on Thursday for safety reasons as our LASCFFA Directors are busy setting up their areas until late Thursday evening. Friday is dedicated to setting up vendors. Please do not call or show up on Thursday asking if you may set up.

You are required to have all vehicles off the festival grounds by 3:00 PM on Friday and 8:00 AM on Saturday and Sunday.

You will **not be allowed to drive your vehicles back in to load up until 30 minutes after the police department has cleared the crowd from the festival grounds.** This policy will be strictly adhered to with NO EXCEPTIONS. These regulations are set to insure the safety of our festival guests.

In the event you are chosen to be a vendor, you will receive your permit, parking pass, cite map and Sales Tax forms.

If you are accepted and cancel after September 17<sup>th</sup> 2019 you will not be refunded.

2019 Louisiana Sugar Cane Festival  
Vendor Application Form  
Bouligny Plaza

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

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

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

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

Phone Number: (\_\_\_\_) \_\_\_\_\_ Email Address: \_\_\_\_\_

Number of Booth Spaces Requesting: \_\_\_\_\_

Please list and describe all items you wish to sell: Please note that we are trying not to duplicate food items to be fair to all food vendors.

Name and Description of Food:

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

Please charge to my VISA or MASTERCARD Amount: \$ \_\_\_\_\_

**Fee + 3.00 charge**

Name of Card Holder: \_\_\_\_\_

Account Number: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ CVV: \_\_\_\_\_ (3 digits on back) Zip code: \_\_\_\_\_

**I understand that I will be charged on the date of acceptance of my booth application. I understand that in the event that I cannot attend after September 17, 2019 I will not receive a refund.**

Signed: \_\_\_\_\_

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