

TO: Parade Vendors 2012

FROM: Carlos Banales  
Executive Director  
Charro Days Fiesta

Date Posted: June 29, 2011

RE: 2012 Charro Days Fiesta

Plans for the 2012 Charro Days are underway. The dates for the 2012 event are February 23, 24, and 25. Once again we will be offering vendors the opportunity to place their individual stands at our Grandstand/Concession area which is located next to the Charro Days office at 455 E. Elizabeth in Brownsville.

The primary activities at this particular location are the three (3) Charro Days parades that annually draw thousands of spectators.

### **HOURS OF OPERATION:**

**THURSDAY:** "BISD Youth Parade" 2:30 PM  
Activities at the Grandstand generally begin around 1 PM.

**FRIDAY:** "Illuminated Night Parade" 6 PM  
Activities begin at approximately 5 PM

**SATURDAY:** "Grand International Parade" 1 PM  
Activities at the Grandstand will begin at approximately 11:45 AM.

In addition to the Grandstand activities there will also be several sets of bleachers that will be available for rent to the parade viewers.

### **SPACE:**

Each space will consist of approximately 8' X 8' located 20 feet from the frontage. Spaces will be marked for each vendor. Any special space request must be made and approved in advance of the event. The Concession Committee will make all space assignments.

## **ELECTRIC:**

Electricity is available (110V only) and vendors will be responsible for their own electrical connection cords (50 feet long).

## **COST:**

The space rental charge for 2012 will be \$180.00 for each location.

## **PARKING:**

**Vehicles will not be allowed to park in the Concession area. It will be the responsibility of each vendor to secure their own vehicle parking elsewhere.**

## **INSURANCE:**

A certificate of liability insurance must be provided listing Charro Days Inc. as the additional insured.

It will be the responsibility of each vendor to comply with any and all regulations established by the City of Brownsville in the construction and operation of their respective stands.

For information on obtaining health permits, please contact the City of Brownsville, Public Health Department at 956-542-3437 or go by 1034 E. Leeve (City Plaza) 2<sup>nd</sup> floor.

Attached for your information are two (2) guidelines for the health and fire permits. These were provided to us during last year's event and vendors should check and determine if the same guidelines will be in effect for 2012.

Set up of concessions will be allowed starting on Wednesday, Feb. 22, however there will be security available at the site on Thursday night. Charro Days Fiesta will not be responsible for the loss of any items throughout the event, however in order to assist the vendors, a security guard will be stationed at the site on Thursday and Friday nights.

All stands, including equipment, must be removed from the site by 12 noon on Sunday following the last event. If the vendor does not remove the property, it will be removed by Charro Days Fiesta and will not be returned to the vendor.

All items offered for sale during this event will be subject to review and approval prior to the event. This is being done in order to offer as many different types of food as possible. All vendors making application for these spaces must list in writing those items that they wish to sale.

Applications for space are currently being accepted at the Charro Days office. If your application is accepted, a \$100.00 deposit will be required to secure your space. The remainder of the balance will be due on Friday, Feb. 17, 2012.

VENDOR

EVENT COORDINATOR

\_\_\_\_\_  
Name & Date

\_\_\_\_\_  
Carlos A. Bañales  
Charro Days Inc.

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Type of Concession

Total: \$ 180.00                      Paid in full: \_\_\_\_\_

Deposit: \$ \_\_\_\_\_ Non Refundable

Balance: \$ \_\_\_\_\_                      DATE: \_\_\_\_\_

Thank You  
Carlos A. Bañales  
Executive Director