



Vendor Agreement

Big Country Airpower and the Dyess Big Country AirFest Committee invite you to participate in this year's event!

Event Date: May 4, 2024

Abilene Regional Airport • Abilene, Texas

Vendor/Exhibitor Space Information:

10'x10' are available for \$150 (First come/First served)

Please note:

- Vendors must provide their own tent (if desired), equipment, tables, chairs, etc.
- Vendors will NOT have access to electricity. Vendors must provide their own generator if needed.
- Vendors/Exhibitors are responsible for their own insurances, health permits (see pgs. 3–6), sales tax certificates, and/or any other licenses required for them to conduct business.
- *Dyess AFB affiliated squadrons and spouses groups qualify for a discount. Please inquire.
- The Dyess Big Country AirFest Committee will assign spaces based on type/category of exhibit and reserves the right to rearrange or move Vendor/Exhibitor at their discretion.

Food Vendors
See Pages 3-6 for City
Permitting Information
& Fees

Terms and Conditions:

1— Installation and Use of Booth Space

Acceptability of Booth: The Big Country AirFest Committee reserves the right to reject any vendor booth not deemed to be advisable or appropriate in accordance with the purposes of the Dyess Big Country AirFest Vendor Fair.

Restriction of Use of Space: No Vendor/Exhibitor shall sublet or share any part of the space allotted to him without prior consent of the Dyess Big Country AirFest Committee. All promotional materials and giveaways must be distributed from within the booth. Aisle space shall not be used for exhibit purposes, display signs, solicitations or distribution of promotional material.

Move In/Out: Vendors/Exhibitors will have access to begin setting up from 2:00 p.m. – 7:00 p.m. on Friday, May 3rd and on Saturday, May 4th beginning at 7:00 a.m. All booths must be completely installed and attended AT 8:00 a.m. on May 4th. Booths must be attended at all times between 8:00 a.m. and 4:00 p.m. Booths must be disassembled and all materials removed between 4:00 p.m. and by 5:00 p.m. on May 4th. All vehicles that are not an integral part of the vendor's unit must be parked in the designated parking area by 8:00 a.m.

2— Liability

Responsibility of the Dyess Big Country AirFest sponsoring entities and the Facility:

All vendor/exhibit materials will be delivered, maintained and removed at the vendor/exhibitor's cost and sole risk. Neither Big Country Airpower, the AirFest

Committee nor the facility shall be liable for any loss, damage, injury or death. The vendor/exhibitor shall forever indemnify, save harmless and defend Big Country Airpower, the Dyess Big Country AirFest Committee, its officers, directors, employees, and volunteers judgments, liabilities, losses, damages, and expenses resulting from or incident to, any and all loss, damage, death or injury to persons or property arising out of, or in connections with, the exhibit or occupancy of the space allotted under this agreement.

Exhibitors Warranties: The vendor/exhibitor assumes entire responsibility and liability for losses, damages, and claims arising out of injury or damage to vendors, exhibitors, displays, equipment, and other property brought upon the premises of the facility and shall indemnify and hold harmless Big Country Airpower, the Dyess Big Country AirFest Committee and facility owners, their agents, servants and employees from any and all losses, damages and claims.

3— Cancellation

There are no refunds or rain checks once your payment has been processed. No refunds or transfers will be made due to cancellation or removal for cause.



Women *in* Aviation



AirFest 2024

Deadline for Booth Space Reservation is April 5, 2024.

I have read and understand the Terms and Conditions above and would like to reserve the following space:

☐ 10'x10' for \$150 (First come/First served)

Note: Due to our partnership with Dyess AFB, Dyess affiliated squadrons and spouses groups qualify for a discount. Please inquire.

**Food Vendors
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For the purpose of:

☐ Sales – Please list items to be sold: _____

☐ Promotions – Please list promotional items to be given away: _____

Please check the following categories which apply to your booth rental space:

☐ Food Truck ☐ Vehicle as part of booth and/or Using a ☐ Tent or Covering ☐ Generator

Special Requests (Please note that special requests will be honored on an as available basis i.e., booth along fence line so you can hang a banner)

Company/Organization Name: _____

Mailing Address/City/St/Zip: _____

Contact Name/Title: _____

Phone: _____ Email: _____

Vendor Fair On-Site Representative Name: _____

Vendor Fair On-Site Representative's Cell Phone Number: _____

Authorized Signature: _____ Date: _____

Mail Vendor Agreement and Checks to: Big Country Airpower • P.O. Box 2936 • Abilene, TX 79604

Mail Temporary Food Vendor Checks and Application to: City of Abilene • P.O. Box 60 • Abilene, TX 79604

For additional information, contact: Abigail Noe – abigail.noe@us.af.mil • 815-912-2288

or Josh Hamaty – joshhamaty@yahoo.com • 325-232-1566





City of Abilene
Environmental Health
850 N. 6th Street
Abilene, Texas 79601
(325) 437- 4590 Fax (325) 676-6289

**Food Vendors
Mail Temporary Food
Vendor Application and
Check to City of Abilene**

TEMPORARY FOOD SERVICE REQUIREMENTS (Revised 02/07/2024)

All temporary food booths in the City of Abilene must be inspected and permitted by a representative of the Environmental Health Section prior to preparing or serving food and/or drink to the public, unless specifically exempted. Booth operators are to contact Environmental Health at 325-437-4590 at least 48 hours prior to the event to review the menus and to schedule an inspection. Events with multiple booths shall submit applications 14 days prior to the event for menu review. Permits are issued to each booth separately after review of the menu and the application, receipt of the permit fees, and booth inspection. Environmental Health permit fees are noted on the Application sheet as well as required documentation for non-profits. To obtain a Solicitation permit, contact the City License Officer/City Secretary. To obtain a Vendor Permit to vend in a City of Abilene park, contact Community Services 325-676-6217. A copy of your State of Texas sales tax certificate is required. You may obtain the Sales Tax Certificate application from the Texas Comptroller at Happy State Bank, 1 Village Dr #250, Abilene, TX. (325) 695-4323.

The purpose of these guidelines is to minimize the risk of foodborne illness outbreaks at temporary food service facilities. By following these guidelines, you can help ensure the safety of the foods served and, in turn, protect the health of your patrons.

FOOD PREPARATION:

- Only foods approved by the Health Authority prior to the event shall be permitted.
- All cold foods must be held at 41F or below
- All hot foods must be held at 135F or above
- All foods must be cooked to the proper temperature
- Chicken/Poultry- 165F
- Ground Meat- 155F
- Fish, Meat, Pork, Eggs- 145F
- Chopping, slicing, or dicing shall be done in a permitted central prep facility or a mobile food unit. When raw eggs are called for, pasteurized eggs shall be used. Example: for making scrambled eggs, pancakes, funnel cakes, or other batters.
- If the food/drink offered is limited to pre-packaged, non-hazardous products only, and if the individual products are offered unopened to the customer without handling or further preparation of the food, then the Health Authority may waive or modify these requirements. Exceptions will be reviewed by the Health Authority in advance on a case by case basis.

- With exception of Cottage Foods, all food shall be prepared on-site or come from a facility that is inspected and approved by the Health Authority. Preparation or storage of food products at private residences is not allowed.

NO HOME-COOKED FOODS ALLOWED - LOS ALIMENTOS PREPARADOS EN CASA NO SE PERMITEN

- Ice that is consumed or that contacts food shall come from an approved source. Ice shall be dispensed with ice scoops. All ice bins shall be kept covered and drained.
- All time/temperature control for safety food (TCS) requires refrigeration and/or hot hold. Examples of potentially hazardous foods are foods that consist in whole or in part of milk or milk products, eggs, cut tomatoes, meat, and seafood. Potentially hazardous foods must be maintained at 41°F or below, or maintained at a temperature of 135°F or above. Mechanical hot holding and refrigeration is required, unless otherwise approved. Ice chests may not be used for storage of potentially hazardous foods. Canned heat (sterno type) is not allowed at outside events unless approved by Environmental Health staff. Accurate thermometers with a metal stem shall be provided to monitor the proper internal cooking and holding temperatures of potentially hazardous foods.
- Barbecue pits and grills may be used for cooking and holding of meats, provided they have a lid for the food cooking/holding area. Barbecue pits and grills shall be barricaded in such a manner as to provide a physical barrier from the public area.

PERSONAL HYGIENE:

- When preparation and service of food and drink is involved, means for hand washing shall be provided. For booths **operating 1-3 days**; if hot and cold running water is not an integral part of the booth, an insulated container with a spigot that can be turned on to allow potable, clean, warm (at least 100°F) water to flow shall be provided. **At least 5 gallons of potable water shall be provided from an approved source for hand washing. The hand wash facility shall be supplied with soap, disposable towels and a waste receptacle. The hand wash wastewater shall be collected in a wastewater container of at least 5 gallons capacity.** Bare hand contact with ready-to-eat foods is prohibited. Use single-use gloves, tongs, tissues, or other appropriate utensils. Adequate hand washing must precede the use of single-use gloves.
- Personnel shall be free of infections that may transmit foodborne illnesses. Some form of hair restraint will be utilized to minimize contamination of food products. The use of chewing gum, tobacco, or eating food in preparation and serving areas is prohibited. Drink cups shall have a lid and straw to minimize contamination.

EQUIPMENT:

- When preparation and service of food and drink is involved, means for dish washing and sanitizing shall be provided. If hot and cold running water is not an integral part of the booth, at least 5 gallons of potable water shall be provided from an approved source in a sturdy, food-grade, dispensing container for dish washing and sanitizing. Three sturdy containers made of food-grade material of at least 2-gallon capacity shall be used for dish washing and sanitizing. One shall be used for dishwashing with potable water and dish washing soap, one shall be used for rinsing in clean water, and one shall be used for dish sanitizing. The sanitizing water shall contain 25 to 200 parts per million chlorine residual or quaternary ammonia according to the manufacturer's directions. Verify the concentration by using an appropriate test strip. Provide a thin probe thermometer for taking food temperature and thermometers hot and cold units.
- Only single-service items shall be provided for the customer's use. Condiments provided for the customer's use shall be single-service packets or dispensed from enclosed, automatic dispensing devices (i.e., pumps, squeeze-bottles).
- Equipment, utensils, and single service items will be protected from contamination during preparation, storage, display and service.

BOOTH CONSTRUCTION:

- All booths shall have suitable covering over food preparation, cooking, and serving areas. Such cover must meet Fire Code requirements. All booths shall have a floor surface that is smooth, clean, and moisture resistant, such as concrete, asphalt, tight-fitting plywood, or vinyl tarp. The outer openings shall be protected against entry of insects and rodents by: (A) 16 mesh to 25.4 millimeters (16 mesh to 1 inch) screens; or (B) properly designed and installed air curtains.
- A food grade hose with a backflow prevention device shall be used for potable water supply.
- **Food booths operating 4-14 days** shall have a potable water system with hot and cold running water under pressure integral to the booth for hand washing, dish washing and sanitizing. A separate hand sink with hot and cold running water shall be provided. Hand soap and paper towels shall be provided. A three-compartment sink with hot and cold running water shall be provided for dish washing and dish sanitizing. Dish washing soap shall be provided and an approved sanitizer of appropriate strength shall be used for sanitizing the dishes. The chlorine residual shall be 25 to 200 parts per million. Provide test strips to test the concentration of the sanitizer.

WASTE DISPOSAL:

- Wastewater shall be disposed of in a sanitary sewer or approved on-site sewage system, or held in a retention tank to be carried off-site for proper disposal. Wastewater shall not be poured or allowed to run onto the ground.
- Covered trash receptacles with removable trash bags shall be provided in the booth and outside the booth for the customers use.



**CITY OF ABILENE
ENVIRONMENTAL HEALTH SECTION
850 N. 6th Street
Abilene, TX 79601
(325) 437-4590 FAX # (325) 676-6289**

Temporary Food Vendor Application

Today's Date: _____ Date of Booth Setup (Ready for Inspection): _____ Booth Event Date(s): _____
Note: Temporary Food Vendor Permits are 14 days maximum.

Time of Booth Setup (Ready for Inspection): _____ **Time** Event Starts: _____ **Time** Event Ends: _____

This form **MUST** be completed before Temporary Food Vendor Permits are issued.

TYPE OF BUSINESS:

☐ Temporary Food Vendor (\$75.00) ☐ Non-Profit Temporary Food Vendor (\$0.00)-except West Texas Fair (\$75.00) Attach copy of proof of tax-exempt status under Internal Revenue Code Section 501(c)(3).

☐ Attach copy of Texas Sales and Use Tax Permit

OWNER/APPLICANT NAME: _____
EVENT NAME: _____ **LOCATION** _____
BUSINESS NAME: _____
STREET ADDRESS: _____
CITY: _____ **STATE:** _____ **ZIP:** _____
PHONE: (____) _____ **CELL#:** (____) _____ **EMAIL:** _____
MENU: _____

FOOD SUPPLIER (GROCERY STORE, RESTAURANT, ETC): _____
TYPE OF REFRIGERATION UNIT(S): _____
TYPE OF HOT HOLD UNIT(S): _____
DESCRIBE POTABLE WATER HOSE: _____
DESCRIBE WASTE WATER DISPOSAL SYSTEM: _____
DESCRIBE GARBAGE DISPOSAL: _____
WHERE WILL FOOD BE STORED (FOR MULTIPLE DAY EVENTS): _____

HOW WILL YOU SECURE AND PROTECT YOUR FOOD SUPPLY AT CLOSING TIME(FOR MULTIPLE DAY EVENTS): _____

APPLICANT SIGNATURE _____

Office Use Only:

Date: _____ **Check #** _____ **Cash** _____ **Receipt Number** _____