



Hindu Temple of North Texas (HTNT)
Sri Ganesha Temple, Plano TX
First Annual Plano Diwali Mela 2015
Booth Registration Form

Oct 24, 2015 from 3pm to 11pm @ Temple Grounds
 This form is for use by for-Profit and Non-Profit Organizations.

Name of Organization/Business			
Contact Person for this event			
Type of organization (check one)	For-Profit <input type="checkbox"/>	Non-profit <input type="checkbox"/>	
Mailing Address			
Email Address			
Telephone Number (Day time)			
Telephone Number (Mobile)			
Telephone Number (Evening)			
List the type of products/services planned to display/sell. (only 5 items per booth)	1		
	2		
	3		
	4		
	5		
Application fee/booth (for-profit)	10ftx10ft booth - \$500 <input type="checkbox"/>		20ftx10ft booth - \$1000 <input type="checkbox"/>
	Premium10ftx10ft - \$750 <input type="checkbox"/>		Premium20ftx10ft - \$1500 <input type="checkbox"/>
Application fee/booth (non-profit)	10ftx10ft booth - \$400 <input type="checkbox"/>		20ftx10ft booth - \$800 <input type="checkbox"/>
Number of booths needed			
Are you using own generator?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	(select one)
Any special requests			

Rules and Disclaimers

Guidelines for all booth holders.

- Each 10x10ft booth will have one 6feet table, 2 chairs and access to an electric point.
- Each 20x10ft booth will have two 6ft tables and 4 chairs and access to an electric point.
- Premium booth spaces are available for 50% extra cost.

- Do not use more than 1500 watts of electric load. Bring your own 50' Heavy-duty extension cord and strip with surge protector fuse. You can bring your own generator, if you need more than 1500 watts. Test your equipment before 2pm to ensure that it works properly and safely with in the allowed power limits.
- There will be adequate lighting for all the booths. You will have to make your own arrangements for extra lights, if needed.
- No sharing or sub-leasing of booth space is allowed. There will be no cancellation or refunds if the booth holder fails to participate in the mela.
- Booth holders are allowed to distribute flyers or promotional materials only inside or at the assigned booth.
- Vendors will have access to the booths at 12:00 Noon on Saturday Oct. 24, 2015 to setup their booths. No vehicles will be permitted inside the booths area to download any items after 1:30pm on the same day. All booths will be closed at 11:00 pm.
- Distributions of any materials in the HTNT premises or in parking lots by any unauthorized persons or vendors are strictly prohibited and are subject to fines and removal from the premises.
- If the event is cancelled due to natural acts of GOD or for any other reason beyond reasonable limits, no booth fees will be refunded and you will forfeit your deposits. HTNT will be held harmless and not liable for any losses that you may incur from these.
- All decisions of the organizers are final and not subject to appeals or changes. HTNT reserves the right to accept or refuse allocation of booth to anyone, for any reasons as stated here.
- Non-Profit Organizations should enclose proof of 501(c)(3)status to get the discounted cost.
- **All food vendors are required to adhere to City of Plano Guidelines.**
- **All food vendors should serve vegetarian food items only and clearly mark foods which may cause any food allergies (like nuts, gluten etc).**
- **Any questions on food booth permits should be addressed to the Environmental Health Department of the City of Plano.** Get the current rules and regulations that may apply to your organization/business and also refer to <https://www.plano.gov/DocumentCenter/View/15>
- **All vendors that serve food items should supply us with a copy of their city approval permits by 6pm on Oct.20, 2015 or booths will not be allotted till the paper work is received.**
- **HTNT will provide adequate trash cans in designated areas and do timely removal of the trash.**
- **You should clearly display the City of Plano Permits at the booth.**
- **Food vendors should bring mop, broom, and all cleaning supplies to keep the inside and the surrounding area of your food booth clean and dry at all the times, following the City of Plano rules.**

Acceptance of rules and disclaimers

As the designated official in charge of the above business, I have read and understood all the guidelines, requirements, and disclaimers and agree to abide by these rules and regulations from the organizers and the City of Plano.

Primary Contact Person's Signature: _____

Date: ___ / ___ /2015

Check Number: _____

Make check payable to HTNT and mail it along with this form to the address listed below before October 12, 2015. Food vendors should send a copy of the appropriate permits by 6pm on Oct.20, 2015

Mail the completed forms to Diwali Mela Coordinator, 6508 K.Ave, Plano, TX 75074

Updated- Aug. 21, 2015