

## 72<sup>th</sup> Annual Laveen BBQ

Saturday, February 24, 2024 • 11 am – 4 pm  
Cesar Chavez Park, 8440 S 35th Ave, Laveen, AZ 85339  
[BBQspace@laveen.org](mailto:BBQspace@laveen.org)



### VENDOR APPLICATION PACKET

Thank you for your interest in the 72<sup>th</sup> Annual Laveen BBQ. We anticipate 4,000 attendees this year. Please read through the entire packet carefully. All vendors must show proof of an AZ Sales License on the day of the event. A one-day permit can be purchased at [https://www.azdor.gov/TransactionPrivilegeTax\(TPT\).aspx](https://www.azdor.gov/TransactionPrivilegeTax(TPT).aspx). In addition, all food vendors must abide by the rules & regulations of the AZ Dept. of Health. Please review the guidelines for home baked goods, if applicable <http://www.azdhs.gov/>. We are not liable for any violations that any agency may enforce. It's up to the individual vendor to ensure that they are in compliance.

#### VENDOR CATEGORY INFORMATION

1. There are four recognized vendor categories. Please select the category on the Vendor Registration Form that most closely matches your representation. Please contact us with questions.
2. Separate businesses may not share a booth.

#### VENDOR REGISTRATION INFORMATION

1. **NO APPLICATIONS ACCEPTED AFTER February 9, 2024 POSTMARK. NO EXCEPTIONS.**
2. No refunds after February 13, 2024.
3. No verbal reservations will be taken. A check or money order for full payment must be included with the Vendor/Exhibitor Application or when registering online with Eventbrite.
4. Please note special requests on your application (direction to face, near fun zone, etc.) accommodations based on availability.
5. Only one product-reseller vendor permitted per company (i.e. one Avon, one Pampered Chef, one Origami Owl, etc.).  
Laveen residents will be given priority and application postmark will be the deciding factor in the case of duplicate entries.

#### VENDOR EVENT INFORMATION

1. The Laveen BBQ takes place rain or shine, so plan accordingly!
2. The vendor is responsible for any necessary fixtures. Electricity and Wi-Fi are NOT provided.
3. Vendor spaces are on grass and may not be level. If you have a canopy, you must anchor or weigh it down in case of wind. No stakes are allowed due to sprinkler lines.
4. Vendor spaces are 11'x11' and must be staffed at all times. No soliciting or selling (including political signature collection) outside assigned booth space.
5. Products displayed, sold or given away in the vendor area must not compete with the BBQ meals itself including ANY drinks of any kind. You may sell or give away any product listed on your application so please be specific when listing your item(s). If you are selling a food, it MUST be approved, and we reserve the right to deny any product.
6. No vehicles allowed in the vendor area after 9:30 am. Fixtures, equipment, and supplies must be dropped off at the vendor site and vehicles immediately moved to the parking lot. No vehicles can be parked on grass or dirt areas. We do not provide dollies or hand carts. All cars must be out by 10 am. If you are driving an oversized vehicle or have a trailer, please let us know in advance.
7. Vendors must be set up by 10:30 am and must stay open until 4 pm, no exceptions! No vehicles allowed in the area until 4:30.

8. SORRY, VENDORS CANNOT BRING PETS TO THE EVENT!
9. Vendors who fail to follow any of the guidelines outlined in this document will be asked not to return the following year. Vendors are responsible to ensure all employees and or volunteers adhere to the guidelines.

## 2024 LAVEEN BBQ VENDOR/EXHIBITOR APPLICATION

**Please check the box that applies**

- Non-profits, public schools, churches, artists, homemade food / craft vendors – items must be created or prepared by and booth staffed by applicants – \$45.00.
- A limited number of ½ booths available for youth booths – \$15.00
- Business – \$150.00
- Political Booth - \$300. **Signature collection limited to booth only.**

BUSINESS NAME \_\_\_\_\_

INDIVIDUAL(S) \_\_\_\_\_

EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_

FULL MAILING ADDRESS \_\_\_\_\_

COMPLETE ITEM LIST \_\_\_\_\_

SPECIAL REQUESTS \_\_\_\_\_

The undersigned hereby releases and discharges the Laveen Community Council, the City of Phoenix, its insurers, and any and all parties, including any and all sponsoring organizations and their directors, from any responsibility, personal liability, personal injury, including death, claims, loss, or damages arising out of or in conjunction with any participation in the above-described event, including but not limited to, the Laveen BBQ. The above-named parties will not be held responsible for any injury sustained by exhibitors, guests, or any other person, or damage to products and materials belonging to participants. Moreover, in addition to the above, without limiting in any way the above, the undersigned hereby agrees to indemnify and hold harmless the Laveen Community Council against any and all claims, loss, damage, injury, liability and court costs and attorney's fees incident thereto, including claims made by employees of exhibitors, as well as all other persons, howsoever the same may be caused, resulting directly or indirectly from any participation in the above described event. It is understood that this agreement shall apply to any and all such claims except those resulting from the sole negligence or willful misconduct of the Laveen Community Council.

Signature of Vendor/Date Signed \_\_\_\_\_ Date \_\_\_\_\_

Make check payable to Laveen Community Council  
 Mail check and completed application to:  
 LCC – BBQ Space  
 P.O. Box 488, Laveen, AZ 85339

Or register online at:  
 Email questions/concerns to:  
 bbqspace@laveen.org