



# Hispanic American School for Advancement Inc.

P. O. Box 74755 North Chesterfield VA 23236

Juan Tejada (855) 442-4272 ext. 1

## REGULATIONS FOR THE HISPANIC FESTIVAL STANDS.

Please review the information below that summarizes the regulations that must be adhered to as a condition of participation in the HASA Parade & Festival.

1. Deadline for applications is **September 10, 2019**. Applications received after September 10, 2019 will be reviewed and accepted on a space available basis only.
2. Please remit your donation made payable to: H.A.S.A and License or Permit if applicable with your completed application. A confirmation will be sent after the acceptance of your participation.
3. We cannot guarantee locations and spaces from year to year. Even if you have participated in our previous events, you may be assigned to a different location.
4. A sign listing the foods sold and prices **MUST** be anchored to the stand and be easily visible to the customers.
5. Each stand must be set up no later than 12:00 pm and vehicles must be taken out the area of vendors.
6. Vehicles will not be allowed to enter for loading until 7:00pm
7. Food Vendors and tacos truck will be issued an earlier scheduled setup time.
8. **POWER CAN BE ASSESSIBLE.** However, we recommend you bring an electric cord not shorter than 100 feet. broken, chips, tear, or taped electrical cords will not be allowed (subject to inspection) this is a safety-code regulation.
9. A 10x10 TENT IS HIGHLY RECOMMENDED. The area is well exposed to the sun.
10. You are responsible for the clean-up around your stand and trash disposal. \$100 penalty will be charged for cleaning behind you.
11. All Vendors are responsible for collecting and reporting Virginia Sales Tax.
12. Failure to comply with any regulation may result in being asked to leave (or close your stand) and not being permitted to return to the festival.
13. 100% of the application fee must be mailed and paid by **September 10, 2019**.

**Application Form**  
Annual Hispanic Festival Craft Application

September 15, 2019  
1:00pm to 7:00pm – Rain day would be announced.

**Fees:**

Non-Profit \$0       Profitable Vendors Minimum Donation \$25       Food Concession Stand \$200

**VENDORS – ORGANIZATION INFORMATION**

Parade participation “By donation”     Festival participation “Submit payments”     Both participations, \$200

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

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

Business Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Fax #: \_\_\_\_\_ E-mail: \_\_\_\_\_

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

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

**PARADE PARTICIPANTS**

Decorated Float       Vehicle with Sign/Stickers       Regular Vehicle (Flag only)

Please describe what type of display or product being sold at table.

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

Please return your application with your payment if applicable as soon as possible  
**make check payable to HASA.**

**THIS AGREEMENT MUST BE SIGNED BY ALL PARTICIPANTS.**

I hereby agree on behalf of myself and my spouse, parents, children, family, employees, agents, heirs, estate, executors, company or other entity of any form or type, representatives, administrators, insurers, successors and assigns, distributes, guardians and/or other legal representatives (collectively the "Releasing Parties") to fully release, discharge and to not make any claim against, file a lawsuit against, attach the property of, or prosecute the City of Richmond, H.A.S.A., Haynes Furnitures Store (collectively the “Released Parties”) and/or either of their employees, officers, elected and appointed officials, volunteers, boards, departments, agents, contractors and/or anyone else acting on their behalf for any and all claims, causes of action, including, but not limited to, emotional distress, bodily injury, death, or property damage arising out of any actions by any of the Released Parties' employees, officers, elected and appointed officials, volunteers, boards, departments, agents, contractors and/or anyone else acting on the Released Parties' behalf in connection with the Hispanic Parade & Festival.

**I have read the enclosed information, understand my financial obligations and agree to comply with Festival policies and decisions. I agree to comply with all rules and regulations of the HASA Hispanic Parade & Festival.**

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