



CITY OF TEMPLE FOUNDERS DAY VENDOR APPLICATION

Thank you for your interest in being a vendor at the City of Temple's Founders Day Festival! We're looking forward to a great event and appreciate you being a part of it.

To reserve your vendor space for **Saturday, September 26, 2026**, please submit your completed application along with payment (cash, credit, or check) to:

Temple City Hall
240 Carrollton Street
Monday-Friday, 8:00 AM - 4:00 PM

OR

Email your completed application to ketheredge@templega.us and call 770-562-3369, Ext. 101 to make your payment by credit card.

Application Deadline: September 11, 2026

The festival will be held at the **Temple Recreation Department 240 Rome Street Temple, GA 30179**, beginning at 4:00 PM and continuing until dark following the fireworks.

Vendor Responsibilities & Requirements

- Vendors must provide their own tents, tables, chairs, and heavy-duty electrical cords
- We do NOT provide electricity
- Vendors must keep their area clean and free of trash throughout the event
- Booth sharing or subleasing is not permitted
- After setup vehicles should be move to designated vendor parking area no later than 2:30PM
- Trailers are permitted in festival area without prior approval
- Vendors must open by 3:00PM
- All vendors must remain open until festival ending. Event ends AFTER firework display
- Booth locations will be assigned and notified by email a week prior
- The City reserves the right to limit duplicate vendors

Food Vendor Requirements (Required Documents)

Food vendors must comply with all applicable local and state health and safety regulations.

- Participants must provide all food and heating equipment
- All food vendors must follow proper food handling, safety, and sanitation guidelines

Note:

- Vendors must keep their area clean and free of trash throughout the event

We are excited that you will be participating in the Temple Founders Day Celebration! If you have any questions, please email Kristin Etheredge: Ketheredge@templega.us or Shanekia Briskey: Sbriskey@templega.us



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Contact Name:	Organization Name:(Optional)
Address:	
Telephone:	
Email:	Social Media (optional):

Vendor Type (Select One)

<input type="checkbox"/> Food Vendor	<input type="checkbox"/> Nonprofit/Organization 501(c)(3) nonprofits are fee-exempt.
<input type="checkbox"/> Craft/Handmade Vendor	<input type="checkbox"/> Retail/Resale Vendor
<input type="checkbox"/> Beverage Vendor	<input type="checkbox"/> Other _____

Setup Type (Select One)

<input type="checkbox"/> Tent 10x10 or similar	<input type="checkbox"/> Table Only (No Tent)
<input type="checkbox"/> Food Truck/Trailer	<input type="checkbox"/> Other _____
<input type="checkbox"/> Cooker/Grill Setup	

Booth Space & Fees

- Booth Size: 12 ft x 12 ft
- Vendor requiring additional space must purchase an additional booth

<input type="checkbox"/> Non-Food Vendor - \$45
<input type="checkbox"/> Food Vendor - \$65

Check Cash Credit Card

Total Amount Enclosed \$ _____

Booth Details

Length of Tent/Food Truck/Vehicle: _____

Description of Booth (Items being sold/displayed):

Event Schedule

- Vendor Setup: 10:00AM - 2:30PM
- Event Hours: 4:00PM - Until Firework display
- Event Breakdown: Begins following the firework display *(No early breakdown permitted)*

Preferred Setup Window

(Time slots are not guaranteed and will be assigned based on vendor type and event layout)

<input type="checkbox"/> 7:00AM - 10:00AM (Food Trucks & Large Setup Priority)	<input type="checkbox"/> 12:00PM - 2:00PM (Final Call - All vendors must be set up by 2:30PM)
<input type="checkbox"/> 10:00AM - 12:00PM	

The City of Temple will keep this application on file for the event scheduled. No alcohol is permitted at this event. The Chief of Police of the City of Temple will ensure this event will not substantially interrupt the safe and orderly movement of traffic, nor divert so great a number of officers as to affect normal police protection. Participant agrees to not cause injury to persons or property, provoke disorderly conduct, or create an unreasonable or unlawful disturbance. Participant agrees to hold the City of Temple harmless.

Staff Approval

Date: _____

Signature