



2024 BBQ & Rodeo Vendor

General Information and Policies

42nd Annual BBQ Cook-Off: September 13 – 14, 2023

Celebrating 75th Annual Rodeo: September 20– Sept 28, 2023

Mailing Address: 7601 Red Bluff Rd. Pasadena, TX 77507

42nd Annual BBQ Cook-Off Exhibitor Hours

Outside:

Friday Sept 13: 5pm-12am

Sat Sept 14: 5pm-12am

75th Annual Livestock Show & Rodeo Exhibitor Hours

Campbell Hall:

Fri Sept 20: 5pm-11pm

Sat Sept 21: 3pm-11pm

Sun Sept 22: 12pm-9pm

Mon Sept 23: 5pm-9pm

Tue Sept 24: 5pm-9pm

Wed Sept 25: 5pm-10pm

Thurs Sept 26: 5pm-10pm

Fri Sept 27: 5pm-11pm

Sat Sept 28: 3pm-11pm

Outside:

Fri Sept 20: 5pm-12pm

Sat Sept 21: 3pm-12pm

Sun Sept 22: 12pm-9pm

Mon Sept 23: 5pm-10pm

Tue Sept 24: 5pm-10pm

Wed Sept 25: 5pm-11pm

Thurs Sept 26: 5pm-11pm

Fri Sept 27: 5pm-12pm

Sat Sept 28: 3pm-12pm

The dates and hours listed above are a best estimate by the vendor committee based on the previous years schedule. Exact hours of operation will be provided prior to Cook Off and or Rodeo and will be based on scheduled events and performances.

Electricity: \$50 per additional 110 outlet \$75 per 30-amp outlet \$200 per 50-amp outlet

Breaker must be supplied by Vendor for anything greater than 30 amp. 220 service is very limited, please contact Committee Chairman for special arrangements. Electrical and extension cords are not provided by PLSR.

Water: Available for outside booths only. Water is available in various locations. It is the responsibility of the Vendor to provide all necessary water hoses, splitter connections, etc. as needed. Water Connections will be shared please be considerate of other Vendors.

Booth Furniture, Layout and Structure: Tables and chairs will not be provided by PLSR. All Vendors must provide their own booth furniture and décor. All booth space must be soundly constructed, and all obstructions must be clearly marked, and cords secured for safety.

Inside Vendors: No vendors booth may contain any structure, shelving, signage or display that significantly blocks the view across the Hall or of the other vendors. If you have any confusion regarding this, please speak to the Vendor Committee before planning your booth layout. No pop-ups, tents or umbrellas.

Food Vendors: submit copy of intended menu and photo of food service structure...truck, trailer, tent, etc. .

Refuse/Recycle/Grease: Booth spaces are to be kept neat and clean at all times. Trash will be collected prior to and after gate opening daily. Trash is to be placed in plastic trash bags and placed outside booth space after gates close. Please break down cardboard boxes. **Grease/oil recycle container may be available on the grounds. In the event a container is not available, it is the responsibility of the Vendor to PROPERLY DISPOSE OF GREASE/OIL. The disposal of grease/oil in city storm drains is STRICTLY PROHIBITED and will result in forfeiture of booth space without refund and may be subject to monetary penalty.**

Items to be Sold or Displayed: ALL merchandise that will be sold or displayed must be listed on or attached to the Exhibitor Rental Agreement ALL food vendors must submit menu for review with Agreement - NO EXCEPTIONS. Merchandise and food Items not listed cannot be sold or displayed. Vendor is prohibited from selling any T-shirts, caps and/or any item bearing the Pasadena Livestock Show & Rodeo logo. Booths will be monitored for compliance. Failure to comply will result in immediate eviction and forfeiture of all fees paid. **NO EXHIBITOR MAY SELL OR GIVE AWAY HOVERBOARDS, UNMANNED AIRCRAFT SYSTEMS, TASERS, GUNS, WEAPONS, DRUGS, DRUG PARAPHENALIA, FIREWORKS, NOVELTY FIREWORKS PRODUCTS, ALCOHOLIC BEVERAGES OR ANY ITEMS DEEMED UNDESIRABLE OR UNSAFE BY PLSR.**

ABSOLUTELY NO LIVE ANIMALS! Pasadena Livestock Show & Rodeo reserves the right to refuse and/or dismiss any person(s) exhibiting an undesirable or illegal product(s), or any person(s) not abiding by the rules as set forth by PLSR.

Non-Alcoholic Beverages: Soft drinks, bottled water and ice are sold by the Pasadena Livestock Show & Rodeo and must be purchased by Vendor from PLSR. Vendor will not be allowed to bring in ANY ice, soft drinks or bottled water for resale.

Food Permit: All food vendors are required to have a Food Permit, including pre-packaged and sample food. All food vendors must complete the temporary food permit included within the Vendor packet and sent to the City of Pasadena Health Department along with payment. The City of Pasadena Health Department Inspectors will be on site for final inspection.

Vendors must be present and ready for inspection, as follows:

BBQ Cook-Off: Friday Sept 13th at 1:30pm

Rodeo: Friday Sept 20th at 1:30pm

If you have questions, contact the City of Pasadena Health Department at (713) 475-5529

Employees or Agents: Vendor will pay for all Worker's Compensation, FICA or withholding taxes for any and all employees or agents that work in their booths. All taxes are the sole responsibility of the Vendor.

TAX ID: All vendors must provide a copy of their taxpayer identification number.

Liability Insurance: ALL Food & Ride Vendors must provide proof of General Liability insurance naming the City of Pasadena, The Pasadena Livestock Show & Rodeo, its officers, directors, agents and volunteers as Additional Insured with limits of \$1,000,000 Occurrence /\$3,000,000 Aggregate. IF VENDOR DOES NOT HAVE LIABILITY INSURANCE, PLEASE REQUEST AND COMPLETE A "INSURANCE REQUEST FORM" AND TURN IN WITH YOUR CONTRACT. PREMIUM AMOUNT IS LISTED ON THE FORM. Certificate of Insurance containing the limits described above must be filed with the Rodeo Office before Vendor move-in.

Release of Liability: Vendor agrees to uphold and abide by the rules and regulations of the Pasadena Livestock Show & Rodeo and the City of Pasadena with regards to the use of the Municipal Fairgrounds and Convention Center, including such rules and regulations governing the entrance into, passageways across and parking upon said property. It is hereby understood and agreed that PLSR will, in no case, be responsible for any loss, damage or injury to any person or property during the term of this lease or during any period of time in which Vendor, its agents and/or employees, is using said property in enjoyment of the privilege afforded Vendor under this lease agreement; regardless of how such loss, damage or injury is occasioned and by whom. It is further agreed by and between PLSR and Vendor that Vendor will protect, indemnify and save harmless PLSR and the City of Pasadena from any and all claims, suits, and/or judgments, including attorney's fees and other costs of defense of any said claim and/or suit incurred by PLSR, brought by anyone as a result of action or inaction of Vendor, either solely or in conjunction with PLSR or anyone else. Any policy change or rule interpretation can be made at the discretion of PLSR with approval of the President. PLSR has the right to refuse contract.

Set-Up: All Vendors must check-in with PLSR Vendor Committee representative prior to set-up
Vendors will be allowed to begin set-up during the following times:

Cook-Off:(Wed Sept 11th 9am-9pm) (Thu Sept 12th 9am-3pm) (Fri Sept 13th 9am-3pm) **no vehicle permitted in for Fri set up time**

All Vendors must be set-up and ready for business by 5pm Friday Sept 13 for Cook Off.

Rodeo: (Wed Sept 18th 10am-10pm) (Thu Sept 19th 10am – 10pm) (Fri Sept 20th 10am – 3pm)

Sales trailers and Vehicles will be scheduled for set up based on placement in line beginning Monday Sept 16th

All Vendors must be set-up and ready for business by 5pm Friday Sept 20th for Rodeo.

Tear Down: Vendors will not be permitted to load out early

Cook-Off: Vendors may begin tear down after Cook-Off at 1am Sunday Sept 15th. No vehicles inside fenced area until 4am

Rodeo: : Vendors may begin tear down after Rodeo at 12am Sunday Sept 29th. No vehicles inside fenced area until 4am

All Vendor property must be removed from the property by Monday Sept 30th, 2024

These times may be adjusted as needed at the discretion of the Vendor Committee.

Parking and Entry: Vendor will be given two parking passes (good for both events) and four event entry ribbons (separate colors for each event). Additional parking passes and ribbons may be given at the discretion of the Vendor Committee Director and General Chairman if available. Vendor parking lot is close to Campbell Hall and may not always be the closest lot to your space. Vendors may use the lot that is most convenient for them. Your Vendor Ribbon is your entry through any ticket gate.

Cook Off Vendor parking area gate 5 (big yellow sign) on Red Bluff Road will close nightly 5:30pm and reopen at 11pm

Rodeo Vendor parking area gate 5 (big yellow sign) on Red Bluff Road will close nightly at 5:30pm and reopen at 10pm or when ticket sales end whichever is the later.

Gate Times: Vendors that will arrive or depart during times that gate is closed may park in public parking area. The vendor committee will not be available to open gate outside of these times.

Hours of Operation: Failure to be open during event times may result in eviction and forfeiture of all fees paid. Pasadena Livestock Show & Rodeo reserves the right to relocate Vendors for the maximum benefit of the Association and its visitors.