



**BUFFALO BAYOU PARK
PARK SERVICES VENDOR PROGRAM APPLICATION**

	Fees
Single Picnic	\$75
Proposals	\$50/hour
Monthly Unlimited*	\$200

*Month long, full access permit for picnics only. Individual day, time, and location permits required for proposals. Both are covered by the Monthly Unlimited payment.

Picnic Company Name:			
Date of Application:			
Requirements:	<input type="checkbox"/> Proof of Insurance <input type="checkbox"/> Signed Copy of Program Policies		
Applicant Name: _____ Address: _____ City/State/Zip: _____ Phone: _____ Email: _____ Onsite Contact Name &Phone (if different from applicant): _____			
Equipment: *All equipment must be approved prior to use			
Social Media:	Facebook:	Instagram	Twitter/X:
Fees:	<input type="checkbox"/> By checking here, I acknowledge that User Fees are due to BBP no later than 7 days prior to the beginning of each calendar month. <input type="checkbox"/> By checking here, I acknowledge that if User Fees are late, BBP observes the right to revoke the applicant from the program and retain all fees collected.		

Guidelines:

- Picnics of more than 10 people must have prior approval and are subject to additional park impact fees.
- Picnic Vendors are to utilize park space on a first-come, first-served basis.
- The Nau Family Pavilion must be reserved at least 14 days in advance.
- \$150 per hour for the Nau Family Pavilion (3-hour minimum). Max capacity 30 people. Additional \$500 for parking lot.
- Reservations for any specific park area must be made at least 14 days in advance and are subject to additional fees.
- Picnic Vendors will only serve food and beverages to Picnic Vendor customers. The sale of food or drink to park patrons is not permitted.
- Buffalo Bayou Park is an "alcohol prohibited" park. Special permission to serve or distribute alcohol requires prior approval and is subject to additional fees and provisions.
- Additional vendors (caterers, marquee letters, balloon walls) must be pre-approved by Buffalo Bayou Partnership and is subject to additional fees.
- Decorations/Signs cannot be attached or affixed to trees, landscaping, signs, or park structures.
- Piñatas, confetti, glitter, and inflatables are prohibited.
- No cold spark machines.
- Glass containers are prohibited.
- Smoking is prohibited.
- Open flame and onsite cooking are prohibited.
- No amplified sound or live music. Please be considerate of other guests.
- All trash must be removed from the picnic site.
- Staking is prohibited within park grounds.
- No vehicles may be driven on park/turf areas.
- All activity must follow Buffalo Bayou Park rules and regulations and City of Houston ordinances.

Insurance:

- All Picnic Vendors must provide Buffalo Bayou Partnership with a Certificate of Commercial Liability Certificate. The policy requirements must include: General Liability insurance against claims for bodily injury or death and property damage occurring in our upon or resulting from the facility, affording immediate protection to the limits of not less than \$1,000,000 per occurrence with a \$2,000,000 aggregate and including advertising injury and personal injury. Buffalo Bayou Partnership and the City of Houston must be named as additional insured on the policy. The policy must contain an endorsement waiving any claim or right of subrogation against Buffalo Bayou Partnership and the City of Houston.

I hereby certify that the above information is complete and correct and agree to all requirements set forth.

Applicant Signature: _____

Date: _____