



Jubilee Joy Fest & 5K Outside Organization Booth Application

EVENT DETAILS

Date: Saturday, October 17, 2026

Time: 8:00 AM – 12:00 PM

Set-up by: 7:30 AM

Approximate number of guests: 400

Participation fee: \$25*

**Fee may be waived in certain cases (see Fee Waiver section below). Organization is responsible for all supplies.*

ORGANIZATION INFORMATION

Organization Name: _____

Organization Address: _____

Primary Contact

Contact Name: _____

Phone: _____ Email: _____

Phone (After Hours / Alternate): _____ Email: _____

BOOTH TYPE

Please select one: ☐ Food ☐ Retail / Merchandise ☐ Activity / Interactive

BOOTH DETAILS

Please describe what you will be selling or offering at your booth (items, activities, etc.):

Pricing information (what do you plan to charge for items / activities?):

Any other specifics (quantities, special equipment, etc.):

CANOPY & SIGNAGE

Will your organization provide its own canopy and signage? ☐ Yes ☐ No

FEE WAIVER REQUEST (Optional)

Are you requesting a waiver of the \$25 participation fee? ☐ Yes ☐ No

If yes, please briefly explain the reason for the waiver request:

AGREEMENT

- Our organization will provide all necessary supplies, equipment, and personnel for our booth.
- All proceeds from our booth will benefit our organization. • We agree to the \$25 participation fee (unless a waiver is approved).
- We will complete set-up by 7:30 AM and operate during event hours (8:00 AM – 12:00 PM).
- We will follow all event guidelines and clean our area at the conclusion of the event.

Authorized Signature: _____ Date: _____

Printed Name / Title: _____

HOW TO SUBMIT

Email completed application to: debbie.rodriquez@jubileeacademiesfoundation.org
Deadline for submission: October 1, 2026 | Standard participation fee: \$25 (waivers considered)
Questions? Contact Debbie Rodriguez, Jubilee Academic Foundation Chair
Phone: 210-240-4591 | Email: debbie.rodriquez@jubileeacademiesfoundation.org