

Derrick Days 2012

Saturday, April 28

Marketplace Vendor - Rules & Guidelines

Booth Description: Booth spaces are 10 feet wide by 10 feet deep. If you have a pre-built booth, trailer or other requirements greater than 10 feet, please consider multiple booth spaces.

Responsibilities: You are responsible for your booth set-up - tent, table(s) extension cord (if you require electricity) and anything else you may need. Due to the location of electrical outlets, some booths may require up to 200 feet of cord.

Electricity: Electrical outlets are 110/115V and GFI equipped. All vendor appliances must be compatible with these outlets. If using electricity, you must provide commercial grade, 3 prong extension cords and duct tape to secure electrical cords. Multiple items may not be plugged into the same electrical outlet – extra items such as radios, etc. are not allowed. Electrical resources are limited and reserved for vendors applying in a timely manner. **Generators are not allowed.**

Booth Regulations: The festival reserves the right to reject any application for vendor space or any item listed on a vendor application which is deemed unsafe (e.g. silly string, pellet shooters, air horns, confetti eggs and/or other items according to the judgment of the festival organizers) or which is considered inappropriate for family viewing. The Derrick Days festival reserves the right to inspect booths at any time during the festival to insure compliance. Security personnel will be on-site to enforce this policy Booths must have adult supervision at all times. **The sale and/or giveaway of any drink items (soft drinks, water, lemonade, etc.) or food items are strictly prohibited.**

Booth Locations: Booth locations will be on Beaton Street between 6th and 3rd avenues, and along 6th Ave. from Beaton to Main (booths requiring electricity). Specific vendor location requests will NOT be considered.

Maintenance & Clean-up: Booth spaces must be kept clean and uncluttered. Vendors are responsible for disposing of all trash and boxes, etc. associated with their booths. Dumpsters will be available at a nearby location.

Unloading & Parking A staggered set-up schedule is used to reduce confusion and to limit the number of vehicles in the vendor area at one time. Times are assigned according to booth location. Special arrangements can be requested by contacting the designated vendor representative. All support vehicles must leave the vendor area after unloading. Vehicles may not remain in front of booth during set-up. Booths should be ready for business by 9:00 a.m. Booth break down may not begin until after the close of the festival

(5:00 p.m.) No vehicular traffic will be permitted on festival grounds between 9:00 a.m. and 5:00 p.m.. A free vendor parking area will be provided to all vendors who are accepted to the festival.

Refunds: Cancellations after April 13 2012, will not be due a refund. There is no alternate rain date, and the event will take place regardless of weather conditions, as long as safety permits. There will be no refunds for inclement weather.

Sales Tax: If your organization is exempt from sales tax liability, you must provide documentation, upon request. Others must have a **Texas Sales and Use Tax Permit**. A compliance visit from the State Comptroller's Office can be expected. You are solely responsible for the reporting and payment of all sales/use tax applicable to your sales.

Vendor Selection: Submission of an application does not guarantee acceptance. Festival officials reserve the right to select vendors.

I hereby give permission for photos of my booth, including merchandise, staff, and/or customers to be used by Derrick Days for festival promotion.

I, by my signature below, do indemnify and forever hold the Corsicana Annual Event (Derrick Days), its officers, directors, agents and members, City of Corsicana, or Navarro County blameless from any failure to comply with the reporting of the taxes, nor any liability for any accident or any other problems that we cannot control.

I have read and will abide by the conditions set forth in this contract.

Signature: _____ Date _____