



VENDOR APPLICATION
5th Annual Gulf Coast
International Dragon Boat Regatta
Flour Corp – Sugarland (Hwy 59 and Hwy 6)
October 18 & 19, 2008 8:30 – 4:30

Company _____ Contact _____

Address _____ City _____ State _____

Phone _____ Cell Phone _____

Email _____

Complete description of items _____

- _____ Arts & Crafts 10x10 space - \$125.
- _____ Arts & Crafts 10x20 space - \$200.
- _____ Food -10x20 space - \$300. (plus City of Sugarland Health Permit - call Mike Goodrum 281-275-2218)
- _____ Corporate / Marketing 10x10 space - \$125.
- _____ Non profit organization – no selling 10x10 space - \$50.
- _____ Non profit organization with children's activity – no selling 10x10 space – FREE
- _____ Power fee - \$25. – one 110v 20 amp outlet, additional outlet \$25 (no 220v)
- _____ Late fee \$25. Postmarked after October 4, 2008

\$ _____ Total

For info call Dana Jones @ 832-866-2119 or email danajns@yahoo.com

Return Payments to:
TEXAS DRAGON BOAT ASSOCIATION
8810 Jason St. Houston, Texas 77074

SIGNATURE _____ DATE _____



VENDOR AGREEMENT – Event Rules and Guidelines

- **Booth space** is limited. Return application with fee before October 4, 2008 to avoid \$25 late fee. Acceptance and booth location are at the discretion of the Vendor Coordinator and receipt of full payment. Vendors will receive a confirmation or rejection call.
- **Late fee** - All applications postmarked after October 4, 2008 must pay a \$25 late fee. Payments received within 30 days of the festival must be by cash, cashier's check or money order.
- **Equipment** - Vendor provides tent, chairs, tables, and all other setup equipment.
- **Electricity** - \$25 Arts & Crafts / \$50 food per **110v-20-amp outlet**. A \$25 fee will be charged for each additional 20-amp outlet. Vendor Coordinator must be notified at the time of your application of your power needs. Vendors must provide their own-grounded 100 ft. heavy-duty extension cord. Generators must be pre approved. Propane is allowed.
- **Vendor check-in – Saturday @ 6:00 AM**. Vendor must check in with Vendor Coordinator at the Information Tent for space assignment. Restocking on Sunday 7:00 am
- **Hours of operation** - Vendors must be ready for business by 8:00 a.m. Sat. and Sun. and will not be allowed to break down their booth until the festival closes at 4:00 pm on Sunday.
- **Vehicles & parking** - Parking is first come/first served in designated public parking areas in the Park. There will be a designated unloading area in the park. Vehicles must be moved before set up of booth begins. All vehicles must be moved from loading area by 7:30 a.m.
- **Merchandise** - All merchandise must be G-rated and suitable for a family-oriented event. Festival reserves the right to prohibit the sale of any merchandise we deem not appropriate.
- **Sales tax** - It is the vendor's responsibility to adhere to city and state tax guidelines in the collection and payment of sales tax. The Texas Sales Tax Info Line is 800-252-5555.
- **Food vendors** - City of Sugarland Health Permit is required –. Contact Mike Goodrum Health Department 281-275-2218. There is a maximum of 3 items per booth. No duplication on food is allowed.
Food vendors must maintain a minimum of \$150,000 liability insurance.
- **Propane** – Is allowed at this festival.
- **Waste disposal** - Each vendor is responsible to keep their stall and the surrounding area clean. Vendors are required to provide their own garbage receptacles and garbage bags.
- **Security** - Vendor is solely responsible for the security and safety of their cash, equipment, goods, inventory, supplies, or other property.

RELEASE: Applicant's signature on this application releases and forever discharges Texas Dragon Boat Association, all sponsoring organizations, their elected officials, directors, contractors, employees, and volunteers from any responsibility, personal liability, or claims of loss or damage arising out of, or in conjunction with participation in the Festival. The Festival is not responsible for any injury sustained by exhibitors, patrons, or guests. Applicant stores and exhibits their goods at their own risk. In addition, I/we have read and agree to abide by all festival regulations stated in this packet, or risk removal from Festival site without refund.

Print Name _____ Signature _____ Date _____