



Merchant & Vendor Application

Name: _____ Business: _____

Mailing Address: _____ City, State, Zip: _____

Contact Phone: _____ Email: _____

Website or Social Media site: _____

Include number of booths or space requirements if larger than 10X10: _____

Description of All Merchandise intended for sale

*Must have merchandise on-site for sale. No sales/catalog order merchants. Food sold for consumption on site is only sold in the Food Fare area. **United Way of Greater Texarkana's** "Battle On The Border" reserves the right to reject at our discretion an application or specific items for Merchant and Vendor space that doesn't meet the guidelines set above or deems unsafe or considered inappropriate for a family event. The festival reserves the right to inspect booths at any times to ensure compliance.

Applicants will be notified within 7 days of application . Payment of booth fee is due within 7 days of that acceptance notification.

All festival vendors must provide their own free standing covered tent, supplies, and lighting if needed. If a vendor needs electricity, they must bring a minimum of 50 ft. heavy duty extension cord. Vendors are also responsible for providing their own tables and chairs.

Display space is limited to the assigned 10x10 booth area. Booth displays will not encroach on the space of vendors on either side and cannot exceed more than 1 foot beyond the front or either side of the booth tent. Booths must be maintained in a neat, clean manner. Vendors are responsible for cleaning their space at the end of the wine festival . Booth must remain open until 7:00 p.m.

The **United Way of Greater Texarkana's "Battle On The Border"** Festival holds the irrevocable right to assign booth locations. We will make a huge effort to have each vendor and merchant different from the next .

Vendors must display a Texas Sales & Tax Permit in their booth . A compliance visit from the State Comptroller's office can be expected during the day. The Vendor is solely responsible for reporting and payment of all sales/ use tax applicable to your sales.

Set up will begin Saturday, October 7, at 9:30 a.m. Festival Staff will be on site at that time. All support vehicles must be removed from the festival area by 11. No vehicular traffic will be permitted on the grounds between the hours of 11:00 a.m. and 8:00 p.m. on the day of the festival.

Fees are due within 7 days of notification of application approval.

Fees: \$50.00 for 10x10 space without electricity

\$75.00 for 10x10 space with electricity

The vendor application deadline is September 1st to allow time for approval.

I, by my signature below, do indemnify and forever hold the United Way of Greater Texarkana, its officers, director, agents, and members City of Texarkana, TX and Bowie County blameless for any failure to comply with the reporting of taxes, and not liable for any accident or any other problems out of our control. I have read and agree to the conditions set forth in this application.

Signature: _____ Date: _____

This form can be submitted by email to mbleedsoe@texarkanaunitedway.org

Fax: (903) 793-6320

Or mail to:

United Way of Greater Texarkana

214 Spruce

Texarkana, TX 75503