

# **BARTLETT AREA CHAMBER OF COMMERCE**

*Preserving Our Heritage Growing Our Future*

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## **BARTLETT'S FESTIVAL 2011 – VENDOR REGISTRATION FORM**

- Booth spaces are:
  - 10' x 10'
  - Located on brick streets
  - Limited electrical outlets available for an additional fee
  - Booths are assigned on a first come first served basis

### **RULES:**

1. Booth space is 10'x10'. Please let us know if you are using a pull trailer or vehicle so allowances can be made for parking/set-up. *IF YOU REQUIRE A LARGER SPACE PLEASE RENT ADDITIONAL SPACES.* Electricity is sold on a per plug basis, not per booth.
2. Set-up is from 6:30 am – 8:30 am only. (NO EXCEPTIONS)
3. All vendors MUST report to vendor check-in area on the corner of Clark and Evie Streets the morning of the event to receive your booth space assignment. (NO EXCEPTIONS)
4. Vendors WILL NOT be allowed to set anything up on the sidewalks (City Ordinance). Vendors must utilize the space provided. No coolers, chairs, etc. allowed on sidewalk. Do not place merchandise or anything else outside of the 10' booth space. Parade vehicles/participants and pedestrian traffic must have room to pass.
5. Vendors MUST keep their area clean during the event.
6. Vendors are responsible for leaving their space clean. All trash should be placed in bags and taken to the dumpster or placed in pick-up area.
7. All vendors are responsible for the collection and payments of State Sales Taxes. Neither the Bartlett Area Chamber of Commerce, City of Bartlett, Williamson and Bell counties nor any individual associated with the Old Town Festival will held responsible, it is the sole responsibility of the vendor.
8. No weapons will be sold without prior approval, in writing, from the Bartlett Area Chamber of Commerce.

### **EVENT(S):**

- City Wide Garage Sale, April 2<sup>nd</sup>
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- Old Town Festival, September 17<sup>th</sup>
- Home Town Christmas, December 10<sup>th</sup>
- Other \_\_\_\_\_

### **PRICE:**

- Food Booth \$40.00
- All Others \$30.00
- Electrical \$15.00, (1, 110v plug)
- Additional Electrical Plugs @ \$15.00 each, \_\_\_\_\_
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Name \_\_\_\_\_

Business/Organization \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Mobile \_\_\_\_\_

E-Mail \_\_\_\_\_

Description of business and/or items to be sold: \_\_\_\_\_

❖ *Participation in the events of Bartlett's Old Town Festival is solely at the risk of the participant(s). The Bartlett Area Chamber of Commerce, City of Bartlett, Williamson & Bell counties, State of Texas, nor any individual connected with Bartlett's Old Town Festival are liable for damages or injuries which might result from participation in the events.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this completed form 10 days prior to the event, for more information contact (254) 527-0196.

Retain this portion for your records

**BARTLETT AREA CHAMBER OF COMMERCE**

Receipt for Vendor Registration 2011

Name: \_\_\_\_\_

Amount: \_\_\_\_\_

Date: \_\_\_\_\_

Check #: \_\_\_\_\_

# **BARTLETT**

***"THE BEST LITTLE TOWN IN TEXAS"***

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