

New Waverly Public Library Market Day

VENDOR REGISTRATION/CONTRACT FORM

Market Day will be held on the 2nd Saturday for the following months: September, October, November, March, April, and May. Time of event is 9am-5pm.

Vendor registration/contract forms will be accepted now and up to 3 days prior to the event, with payment in full. Space(s) will be granted in the order form(s) are received.

Vendor/Organization: _____

Contact Name: _____

Phone: _____, Cell: _____

Address: _____, City/State/Zip Code: _____

Email address: _____

Website(if available) _____

Type of Booth: (ex. food, produce, clothing, arts and crafts) _____

Product information: (Please provide a brief description(s) about your product(s) that will be available in booth(s). Some items may need prior approval.)

ORIGINAL

At this time we only accept cash or checks. In the event that your check is returned, a \$50 check return fee will be charged.

NO SALES, ADVERTISEMENT, OR CONSUMPTION OF ALCOHOL AND TOBACCO PRODUCTS

NON-REFUNDABLE 10x10 Booth rentals are \$35.00

We will have a limited amount of tables for rent at \$10.00 each.

EXAMPLE ON FILING OUT THIS SECTION

| | |
|--|-----------------------------|
| Office use: Person accepting Form and payment: | |
| Paid In Full Cash/Check | \$100.00 Check #123456 |
| Grand Total | \$100.00 |
| 6ft folding table \$10 each | Qty (3) x (\$10) = \$30.00 |
| 10x10 Regular Booth rental \$35 | Qty (2) x (\$35) = \$70.00 |

| | |
|--|-----------------------------|
| Office use: Person accepting Form and payment: | |
| Paid In Full Cash/Check | \$ _____ Check # _____ |
| Grand Total | \$ _____ |
| 6ft folding table \$10 each | Qty() x () = _____ |
| 10x10 Regular Booth rental \$35 | Qty() x () = _____ |

Vendors should arrive by 8am to set-up. The event is from 9am-5pm. Tear down will commence immediately at 5pm.

Any and all equipment must be provided by vendor. (Generators, trash cans, etc.) It is the vendors responsibility to maintain, and leave the area clean and trash free.

Should you have any questions please leave a message for Shirley Ramirez at 936-344-2198, send email sramirez.nwpl@gmail.com, or text 936-264-7333.

Please review this contract, making sure all boxes have been filled in. Also, please make sure you understand all the specifics of this agreement.

X _____
Date: / /

(Signature of Vendor)

X _____

(Printed Name of Vendor)

_____ Date: / /

X Shirley Ramirez
Shirley Ramirez
NWPL Event Representative
NWPL Board of Directors
NWPL Youth/Teen Librarian
9372 State Hwy 75 S.
New Waverly, Tx 77358
sramirez.nwpl@gmail.com
Office # 936-344-2198
Cell # 936-264-7333

EVENT DATES

- September 14, 2019
- October 12, 2019
- November 9, 2019
- March 14, 2020
- April 11, 2020
- May 9, 2020

*****DATES AND TIMES ARE SUBJECT TO CHANGE*****