

Watauga's  
**Hometown Christmas  
Celebration & Tree Lighting**  
**Saturday, December 7, 2019**

**Capp Smith Park**  
5800 Robin Drive  
5:00-8:00 PM

**VENDOR APPLICATION**

**BUSINESS NAME:** \_\_\_\_\_ **CONTACT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **ST:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**DAYTIME PHONE:** \_\_\_\_\_ **EVENING PHONE:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

**DESCRIPTION OF ITEMS TO BE SOLD/EXHIBITED:** \_\_\_\_\_

All Concession/Food Vendors are required to obtain and display certification from the Tarrant County Health Department

**Please Check One:**

- |                          |                                       |             |
|--------------------------|---------------------------------------|-------------|
| <input type="checkbox"/> | <b>Merchant Booth (10X10)</b>         | <b>\$30</b> |
| <input type="checkbox"/> | <b>Commercial Vendor Booth(10X10)</b> | <b>\$30</b> |
| <input type="checkbox"/> | <b>Non-Profit Booth(10X10)</b>        | <b>\$10</b> |

*In office use only:*

Date Received: \_\_\_\_\_ Amount Paid: \_\_\_\_\_  
Type of Payment: \_\_\_\_\_ Received by: \_\_\_\_\_  
Approved: \_\_\_\_\_

**PAYMENT INFORMATION**

**Total Amount Enclosed:** \_\_\_\_\_

**Check**

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

Make checks payable to CITY OF WATAUGA

**Card** (*Visa/Mastercard Only*)

Card #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ CVC \_\_\_\_\_

MAIL APPLICATION AND PAYMENT TO:

Watauga Community Center

7901 Indian Springs Rd.

Watauga TX 76148

OR

EMAIL APPLICATION TO: [MLANDERS@WATAUGATX.ORG](mailto:MLANDERS@WATAUGATX.ORG)

## VENDOR GUIDELINES

1. Booth space is approximately 10' x 10'.
2. No merchandise outside of designated booth space.
3. Set up time: Saturday, December 7, 2019 at 3:00 p.m. **ALL** vendors must be set up no later than 4:00 p.m.  
**NO VEHICLE WILL BE ALLOWED INTO THE SITE.**
4. You will be required to supply your own chairs, tables, tents, display boards, tarps, etc.
5. Electricity is not available.
6. No food sales, including canned or bottled drinks, are permitted in the Arts & Crafts booths.
7. The City of Watauga, its employees, and staff reserve the right to request the removal of any items deemed to be illegal or in poor taste. Vendors considered to be in violation may be asked to leave the premises immediately.
8. The City of Watauga, its employees, and staff are not responsible for duplication of items among vendors.
9. All decisions made will be final.
10. The City of Watauga is not responsible for any lost or stolen merchandise.
11. The City of Watauga sales tax rate is 8.25%.
12. The City of Watauga reserves the right to exclude certain products, services, or advertising to protect sponsorship agreements and endorsements.
13. No animals will be sold.
14. No fireworks will be sold.
15. No distribution of political/campaigning material allowed outside of your designated booth area.
16. No roaming vendors allowed.
17. All vendors must park in designated vendor parking lot. Two parking passes per booth.
18. No RV parking is available or allowed.
19. All Vendors must remove ALL items at the end of the day including trash and debris.

**No refunds will be given.**  
**Vendor spaces may not be shared.**  
**Vendor spaces may be assigned.**

**RAIN POLICY:** In the event that it should rain, management will make every reasonable effort to proceed with the event. If, due to inclement weather the festival grounds are deemed unsafe for staff, vendors and/or festival patrons, the City of Watauga reserves the right to cancel the event at its sole discretion and **NO REFUNDS** will be given.

By signing below I attest that I have read and agree to abide by all rules and guidelines governing the City of Watauga. I hereby relieve the City of Watauga, its staff, agents, members and volunteers from all liability during my participation in the Hometown Christmas Event 2019. I understand the City of Watauga is not responsible for any injury or damage that may occur to me, my assistants, vehicle equipment, supplies, wares and other personal belongings during my participation in this event.

By signing below I give permission for any pictures taken of myself or my child's participation in this a City sponsored event to be used on the City of Watauga Cable Channel, web site and/or City related printed materials. Any pictures used by the City of Watauga are for citywide use and not for profit.

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Signature

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Date

