



**DALLAS HOLIDAY PARADE
SATURDAY, DECEMBER 2, 2017
Downtown Dallas**

HTEDance & Spirit Group proudly presents the Dallas Holiday Parade, Saturday, December 2, 2017 at 10 a.m. in Downtown Dallas.

Now in its 30th year, the Dallas Holiday Parade celebrates the magic and merriment of the holiday season and serves as the official kick-off to Christmas in the North Texas area.

A Parade Festival will begin at 7:30 a.m. in both Main Street Garden and Belo Garden. The festival will continue until noon. The parade will begin at 10 a.m.

Vendor applications to secure a spot in the festival are available beginning September 1. Applications will be accepted on a first-come, first-serve basis. Complete the entire application packet and send to:

**HTEDance & Spirit Group, Inc.
Attn: Cassie Collins
PO Box 632178
Irving, TX 75063
cassie@dallasholidayparade.com**

Please remember to include your payment and Certificate of Insurance along with your application.

Registration Deadline: Friday, November 17, 2017.



**DALLAS HOLIDAY PARADE
SATURDAY, DECEMBER 2, 2017
VENDOR APPLICATION**

Vendor/Business Name: _____

Website: _____ Primary Contact: _____

Address: _____ City/State/Zip: _____

Email: _____ Cell: _____

Description of Business: _____

Is your business a 501c3 not-for-profit? Yes No

Description of Booth Activities: _____

Are you selling items? Yes No

If yes, what are you selling? Please attach a photo of items. _____

Location Preference: Street Vendor Main Street Garden Belo Garden

Please note that food vendors will be limited to food trucks and street vendors.

Vendor Fees:			# of booths	Total
• 10 x 10 Space Only.	\$200	x	_____	\$_____
• 10x 10 Booth Space with tent, 1 table, 2 chairs.	\$400	x	_____	\$_____
• 10 x 20 Space Only.	\$300	x	_____	\$_____
• 10 x 20 Booth with tent, 2 tables, 4 chairs.	\$600	x	_____	\$_____
• Corner Space	+\$75	x	_____	\$_____
• Electricity 110v/30 amps or less	+\$50	x	_____	\$_____

Total Enclosed: \$_____

Make checks payable to HTEDance & Spirit Group, Inc.

If you are using your own tent, you must use sand bags or water barrels to secure it. Tents cannot be staked into the ground.

Questions? Contact Cassie at cassie@dallasholidayparade.com



Rules and Regulations

- The Dallas Holiday Parade is an outdoor event regardless of weather conditions.
- Vendors are accepted on a first-come, first-serve basis.
- Vendor fees are non-refundable.
- Booth placement is at the discretion of the event management. Vendors are responsible for draping their tables and decorating their booths.
- All vendors must be 18 years or older.
- All vendors must collect and report sales tax from the event. Vendors are required to have a Texas State Sales and Use Tax Permit clearly showing their tax ID # posted in the booth.
- Vendor parking information will be provided in the Vendor Acceptance Packet, which will be mailed two weeks prior to the event.
- Vendor setup will be allowed beginning at 7 p.m. Friday, December 1. Vendor sales must begin by 7:30 a.m. Saturday, December 2. Vendor move-out will begin immediately following the event at noon.
- Vendors are responsible for the cleanup of the trash in and around their booth. Trash receptacles will be located throughout the event.
- Portable restrooms will be available.
- Vendors must adhere to all statutes, ordinances, rules, regulations and directions issued by any authorized authority of the federal, state or city government.
- Event management reserves the right to remove any vendor displaying behavior or products which is in the opinion of the management objectionable.
- Use of any political sign, social or political material, or improper use of the American flag is not permitted. "Proper" use of the flag is based upon U.S. flag policy set forth in the U.S. Code.
- Event management reserves the right to decline a vendor's application if they deem the product or service not suitable for the parade.
- Property brought onto the event premises by any vendor is at the vendor's sole risk. Security is provided during setup and throughout event.
- Vendor retains liability and assumes all risks of loss and/or damage on site or in connection with transportation, display, storage and sale of merchandise.
- Painting, mixing of chemicals or possession of explosive materials is not allowed at any time.

Agreement of Liability Waiver

I hereby release, waive, discharge, covenant not to sue and agree to hold harmless for any and all purposes HTEDance & Spirit Group, Inc., Parade leadership committee, Downtown Dallas, Inc. and The City of Dallas, Texas, its officers, employees, successors, assigns, sponsors and volunteers from any and all liabilities, claims, demands, personal injury including death, or property damage that may be sustained by me while participating in the event.

Contract Agreement

I have read the Rules and Regulations. By paying the vendor fee, I agree to adhere to the conditions and terms of this contract. It is understood and agreed by applicant that this entire document constitutes a contract between Vendor and HTEDance & Spirit Group, Inc. upon confirmation of this contract. Confirmations may be mailed, faxed or emailed.

I have read the Rules and Regulations and agree to the terms and conditions as they are written.

Printed Name

Signature

Date