



2024 VENDOR AGREEMENT & REGISTRATION

LOCATION:

Market Day is held on Main Street in Downtown Marble Falls, Texas between First and Fourth Streets. Main Street is located one block west of Highway 281.

TIME:

Setup will vary depending on booth location. Show hours are 10:00am - 4:00pm. No early Tear Down. **Vendors may NOT tear down until 4:00pm.**

SPACE FEE:

\$75 – For a 12'x12' Space

PAYMENTS:

Payments will not be accepted at the event. A Market Day representative from The Kiwanis Club will contact you to collect payment online with secure pay link or by mail with a check. No post-dated checks. Checks are to be payable to Highland Lakes Kiwanis Club..

CANCELLATIONS:

PLEASE NOTE: NO REFUNDS OR TRANSFERS WILL BE MADE.

Market Days staff will make every effort to hold/continue the event. All vendors are expected to comply. Cancellations prior to the event must be sent via email so we have confirmation you will not be attending.

ELECTRICITY, WIFI, GENERATORS:

Electricity is very limited and is usually (SOLD OUT) in advance. It is given on a first pay basis.

There is an additional charge of \$10 to have access to one 110v outlet. Please contact us to verify available electricity before paying the fee. Spaces with electricity are very limited and usually sold out ahead of time. The electricity fee will not be refunded for overloading the 100v or for cancellations. There is no public WIFI available. The use of generators is prohibited.

SET-UP

Your space number and move in time will be sent to you via email 72 hours before the event. (be sure to check your spam) Market Day provides the space only. Bring your own tables, chairs, tents, water, etc. Please note: All tents must have a 30 lb. weight on each leg! Booth assignments are made based on vendor type and are at the discretion of the coordinators. No vendor is guaranteed a specific space. Set-up times begin at 7am and will be included in the same email with booth assignments. All vehicles should be off Main Street no later than 9:45am. Please do not set up your tent and products until after you have moved your vehicle/trailer, There is no parking on the streets for vendors. Vendors must park in the lots designated for vendor parking.

PARKING:

All vendors must move their vehicles immediately after unloading to designated vendor parking areas. Vendors are not to park in front of merchant stores or take up allocated parking spots around Main Street. Please make every effort to comply so we do not have to ask you to move. There is Handicapped Parking in the City Hall parking lot on 3rd & Main St. Please note: Parking in front of merchant stores or businesses are reserved for visitors of Main Street for shopping and eating. Should you choose to park in the customer parking, your vehicle may be towed at your expense.

RESTROOM LOCATIONS: Permanent facility located at the corner of Main Street & 3rd Street. Please do not use the restrooms in merchant stores and restaurants unless you are a customer.

TRASH DISPOSAL:

You are required to bring your own trash container and NO TRASH is to be left on Main Street. Please remove your trash and take it with you at tear down. It is your responsibility to leave your area clean and orderly.

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VENDING:

Vending must occur from assigned rented spaces and may not exceed the space boundaries. Each vendor is solely responsible for their merchandise, property and business transactions. Only merchandise that is submitted on description will be allowed. Should you have merchandise that is not indicated on your application you will be asked to remove merchandise. Food vendors must obtain the proper permit prior to the event and in possession of the permit during the event. Merchandise left unattended is done so entirely at the owners risk. Vendors may not sell alcoholic beverages. Smoking is not permitted in booth spaces.

FOOD VENDING:

Food vendors must obtain the proper permit prior to the event and be in possession of the permit or copy during the event. Acceptable permits are A Mobile Food Vendor License or a Roadside Food Vendor License issued by the State of Texas Department of Health Services for vendors engaged in the sale or distribution of food or beverages. The following are exempt from having to present a State of Texas Mobile Food Vendor License or Roadside Food Vendor License:

1. Farmers who sell agricultural products that were raised or grown by them
2. Nonprofit organizations

SALES TAX, PERMITS, ETC:

Vendors are responsible for their own licenses or permits, whether it be resale or sales tax. If you have questions regarding this matter, contact the State Comptroller at 1-800-252-5555.

BUSINESS NAME

CONTACT NAME**CITY****STATE****ZIP**

PHONE

EMAIL ADDRESS

WEBSITE

VENDOR CATEGORY / PRODUCT(S) DESCRIPTION

I hereby release the Highland Lakes Kiwanis Club and any of its volunteers, partners, employees, and directors from any responsibility for any injuries to me or my employees and for any loss or damage to personal property while participating in Market Day on Main Street. I further acknowledge that it is the vendor's responsibility to maintain all required licenses for sales tax or food permits as required by the state of Texas. The Highland Lakes Kiwanis Club is not responsible for any such licenses. I have read and understand the rules and agree to abide by all the rules during my participation in Market Day on Main Street. I understand no refunds can be given in the case of cancellations due to inclement weather.

Printed Name: _____ **Signature:** _____ **Date:** _____

FOR OFFICE USE ONLY☐Payment
Received / / Payment
Process Date☐Card
CheckVendor
Code