

# CENTER POINT MERCANTILE

111 STONELEIGH ROAD

CENTER POINT, TX 78010

(830) 329-2424

## VENDOR INFORMATION AND REGISTRATION FORM

### VENDOR INFORMATION

Name (First/Last): \_\_\_\_\_

Business name (if applicable): \_\_\_\_\_

Phone number: \_\_\_\_\_ OK to Text? \_\_\_\_\_

Email address: \_\_\_\_\_

Description of items to be sold:

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Days Attending: Month \_\_\_\_\_, Day/s \_\_\_\_\_, Year \_\_\_\_\_

Booth options, please circle preference:

Open air space (free of charge), One booth space per household

Table/Canopy Rentals:

60" Round table (\$5/day), 10 x 10 canopy (\$10 per event)

Covered space may become available for future events. Please let us know if you are interested.

We appreciate you helping us create a community friendly gathering place!

### RULES/GUIDELINES:

Set Up/Tear Down:

1. Center Point Mercantile staff will provide access to booth space one day prior to event during business hours (10 AM – 7 PM) and at 8:00 AM each day of an event
2. Set up must be complete prior to 10 AM
3. Vendors are expected to load out prior to 8:30 PM on final day of event

4. All items must be removed from premises unless other arrangements have been approved by Center Point Mercantile staff
5. Center Point Mercantile does not accept donations of unsold items
6. Dump trailer will be available for trash removal for an additional fee, minimum \$10

**Vendor Responsibilities:**

1. Provide change or credit card processing equipment
  - a. **Center Point Mercantile will process credit card payments on behalf of vendors (10% fee applies)**
2. Secure tents/canopies
3. Be present at booth during business hours
4. Provide evidence of any applicable licensing required by the State of Texas (If applicable)
5. Park in designated areas only
6. Set up and Load out timely

Premises is fenced and under video surveillance. There is no security staff on premises. Center Point Mercantile is not responsible for damage to vendor property.

Center Point Mercantile is not responsible for accidents.

**CENTER POINT MERCATILE OWNERS AND MANAGERS HAVE THE RIGHT TO REFUSE VENDORS AT THEIR DISCRETION.**

Vendors may email form to [info@centerpointmercantile.com](mailto:info@centerpointmercantile.com) or deliver in person

**By signing below, vendors agree to release center point mercantile, its owners and managing partners of all liabilities, indemnify and hold Center point mercantile, its owners and managing partners harmless against any and all claims arising from any damage or negligence of display/vendor or any of displayers/vendor's agents, contractors or employees, or arising from any accident, injury or damage whatsoever, however cause, to any person or persons corporation or corporations, occurring in, on or in the immediate vicinity of the space operated by displayer/vendor.**

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

Approval by Center Point Mercantile \_\_\_\_\_ (Authorized approver)