

Baytown Trade Days'
2019 Parkdale Mall Markets
Event & Booth Info, Guidelines & Rules

We appreciate your interest in our Vendor Markets and Craft Shows. We are excited to host these events and are even more excited to have you interested in joining us! Please, take the time to read over the information, and if you still have questions please don't hesitate to get in touch with us.

These 2 events will be held indoors at Parkdale Mall, located at 6155 Eastex Freeway in Beaumont. The dates are as follows (subject to change):

Saturday August 10, 2019 - "Tax Free Weekend"

Saturday November 30, 2019 - "Small Business Saturday"

Set-Up - TBA-10 a.m.

Show Hours - 10a.m.- 6 p.m.

Tear Down - 6:00 - 9:00 p.m.

Vendor Booth Descriptions & Fees: All vendor spaces will be approximately 10'x10' at a cost of \$125 for each space. Vendors are responsible for supplying their own tables, chairs, displays, etc. All tables must be covered with black floor length table cloths. Heights of displays must not exceed 5 feet. Electricity is available at an additional cost.

Payments: Payments can be made online through our website, www.baytowntradedays.com, or via check/money order payable to Baytown Trade Days, PO BOX 7058 Baytown, TX 77522. We are NOT affiliated or sponsored by Parkdale Mall, and all inquiries should be made to info@baytowntradedays.com or 281-241-7573. No one at the mall will be able to answer your questions.

Please keep a copy of this page for your reference.

Show Rules & General Guidelines, including but not limited to the following:

- All tables, displays, merchandise, etc. must be kept within the allotted booth space. This includes vendors.
- Vendors may only sell or promote their goods or services from the allotted booth space.
- All tables must be covered with black floor length table cloths.
- Height of displays must not exceed 5 feet.
- Vendors may only sell items they listed on the application. Any not listed will have to be removed. No Refunds.
- No booth sharing. Only one company/business per booth.
- All products and promotional material must be in good taste and appropriate for all ages.
- Vendors are responsible for maintaining their booth clean and for disposing of any trash created. Vendors must take with them all empty packaging and shipping boxes.
- After 9:15 a.m., empty booths are forfeited, and we are free to use them as we please. NO REFUNDS
- Vendors must keep their booths open and staffed at all times from 10 a.m. to 6:00 p.m. Any vendors that leave early or start tearing down early will not be welcomed back for future events.
- Smoking is not permitted inside the facilities or within 30' of any entrance, exit, or outdoor booth.
- Alcoholic beverages are not permitted.
- No pets or animals allowed except for certified service animals
- Nothing may be nailed, screwed, taped or otherwise physically attached to any part of the facility.
- Vendor is responsible for making sure they have any and all necessary permits to conduct their business including a Sales Tax Permit if applicable.
- Each vendor is responsible for collecting and reporting sales tax.
- Vendors selling or sampling edible products must obtain a temporary food permit from the City of Beaumont Health Dept. There is a separate fee due to the health dept. that will be the responsibility of the vendor.
- Our events are not a non-profit event, city sponsored, or a farmer's market, therefore Cottage Law vendors are not allowed by the health department to sell their products at our event.
- Booth fee is non-refundable. In the rare case that we would have to cancel due to circumstances out of our control we will apply the booth fee towards a future event.
- A completed and signed vendor application must be returned before being allowed to set up. NO EXCEPTIONS. You can mail, fax, or email it back to us, but please do not send pictures of it.
- Vendors must be respectful and courteous to other vendors, guests, Baytown Trade Days staff, and Parkdale Mall employees.
- Booth fees are non-refundable nor transferable to other vendors or for future events.

Failure to comply with above rules and guidelines can get you removed from the show without a refund.

Do **NOT** go to or call the Parkdale Mall office for information. They will not be able to answer any questions. We are **NOT** affiliated or sponsored by Parkdale Mall.

Baytown Trade Days staff reserves the right to:

1. Make changes deemed necessary to maintain the show safe, fun, and entertaining for all participants including vendors, entertainers, and the public.
2. Remove from the show any person(s) not following our rules, guidelines, mall rules, or local & state laws, etc.,
3. Ask vendors to remove any merchandise, displays, promotional materials, decorations, or any other material that we consider offensive.
4. Relocate vendors to a different booth prior to the start of the show, for any reason we deem necessary

Contact Info: **Jesse Garcia, 281-241-7573, info@baytowntradedays.com**

Baytown Trade Days'
2019 Parkdale Mall Markets' Vendor Application

Name of Business or Group: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____ Phone Number: _____

Website: _____

Facebook.com/_____ List of Products or Services Offered*: _____

***Only items listed above may be sold or displayed. We will limit like vendors to provide a variety of products to customers and to ensure a successful event for all of our vendors.**

Tax Free Saturday Booths Number of Booths: _____ x \$125 = _____

Small Business Saturday Booths Number of Booths: _____ x \$125 = _____

Total Booth Fees = _____ (Add the two rows above for total fees.)

Release of Liability: Lessee/vendor agrees to uphold and abide by the vendor guidelines, rules, and regulation set by Baytown Trade Days. It is hereby understood and agreed that Jesus Garcia, dba Baytown Trade Days and Parkdale Mall CMBS, LLC will in no case be responsible for any loss, damage or injury to any person or property during the term of this lease regardless of how such loss, damage or injury is occasioned and by whom.

It is further agreed that Lessee will protect, indemnify and save harmless Jesus Garcia, dba Baytown Trade Days and or Parkdale Mall CMBS, LLC from any and all claims, suits, and or judgments, including attorney's fees and other costs of defense of any said claim and or suit incurred against Jesus Garcia, dba Baytown Trade Days and or Parkdale Mall CMBS, LLC.

By signing below, you agree that information you provided is correct, you have received a copy of the vendor guidelines and rules, you will follow rules set forth by Baytown Trade Days, and you agree to the above release of liability. Incomplete applications will not be accepted.

Signature: _____ **Date:** _____

Mail printed application and payment to: **Baytown Trade Days · PO BOX 7058 · Baytown, TX 77522.** On-line payments can be made on our website and applications faxed to **832-436-1682** or emailed to info@baytowntradedays.com.

For Office use only: Date Rec'd: _____ Amount: _____ Method of Payment: PayPal Cash M/O Check #: _____

If you have any questions please contact **Jesse Garcia**, info@baytowntradedays.com or **281-241-7573**