



MISSION 4:

LUKE MARTIN MEMORIAL FOUNDATION

PO BOX 11 | MATHEWS, LA 70375 | MISSION4.LUKE@GMAIL.COM

VENDOR REGISTRATION FORM

Please fill out the form below to register for a vendor booth. Please be sure all information is complete and legible. Please include a business card or logo to be advertised on social media.

EVENT INFORMATION		
EVENT:	Mission 4; Foundation – 5K Bubble Run, Cook Off for Kids, Craft Show, and Baseball Tournament	
LOCATION:	Lockport Ball Park – 327 Church Street, Lockport, LA 70374	
DATE:	Friday, September 12 th to Sunday, September 14, 2025 (Vendor booths are available on Saturday and Sunday only).	
VENDOR INFORMATION		
CONTACT NAME:		
BUSINESS NAME:		
EIN (IF APPLICABLE):		
ADDRESS:		
CITY:	STATE:	ZIP:
PHONE:	EMAIL:	
DESCRIPTION OF ITEMS BEING SOLD:		
MAIN PRODUCT CATEGORY TO BE LISTED ON SOCIAL MEDIA ADVERTISING:		
<input type="checkbox"/> HOME DECOR	<input type="checkbox"/> ARTWORK – FINE ART & ART CRAFTS	
<input type="checkbox"/> JEWELRY	<input type="checkbox"/> WOOD & IRON CRAFTS/ FURNITURE	
<input type="checkbox"/> BATH & BODY	<input type="checkbox"/> CLOTHING & ACCESSORIES	
<input type="checkbox"/> FOOD ITEMS	<input type="checkbox"/> CHILDREN'S CLOTHING & ACCESSORIES	
<input type="checkbox"/> PET ITEMS	<input type="checkbox"/> FLORAL ARRANGEMENTS & DÉCOR	
<input type="checkbox"/> ACTIVITIES	<input type="checkbox"/> TOYS & NOVELTIES	

MISSION 4 CONTACT INFORMATION:

tloupe0214@gmail.com

Jennifer (985) 628-2650 or Tammy (985) 805-0719

VENDOR RULES AND REGULATIONS

- Booth spaces will be assigned on a first-come, first-served basis after an application is received, accepted, and full payment is made. All vendors must submit a completed application and make payment by August 29, 2025. Mission 4; Luke Martin Memorial Foundation (Mission 4) may limit the number of booths with similar items.
- An accepted application is a commitment to the event. NO REFUNDS will be issued. Vendors who cancel, fail to attend, or do not set up on time forfeit all paid fees. No reimbursements will be provided. Booth spaces are non-transferable, and subletting is not allowed.
- The event may be held rain or shine. Mission 4 reserves the right to decide whether to postpone or cancel the event.
- Vendors are responsible for providing and setting up their own tents, tarps, tables, chairs, and any other equipment needed for the sale of their products. Vendors must bring trash bags and properly dispose of their own garbage, including but not limited to cardboard, paper, plastic strap ties, and cigarette butts.
- Products and displays must be family-friendly and respectful. A responsible adult must be in charge of your booth at all times. Products must remain within your booth and should not block walkways. All products must be your own; selling someone else's product is not allowed.
- Vendors are prohibited from selling or distributing food or drinks unless they have been pre-approved as a food vendor.
- Electricity is NOT provided. Generators are NOT allowed unless specially approved.
- Vendors are responsible for collecting and remitting all applicable state and parish sales taxes. A Lafourche Parish tax form will be provided.
- Vendors can begin setting up on Saturday, September at 6:30 AM, and must be completed by 8:30 AM. Vehicles will be allowed in the vendor area until 8:00 AM. Then must be moved to the designated parking area. For safety reasons, no vehicles will be allowed in the event area from 8:00 AM to 4:00 PM. Displays should not be removed until after 4:00 PM.

BOOTH OPTIONS AND PAYMENT

All booth spaces measure 10' x 10'. Please select your preferred option:

- ☐ **Saturday Only - \$30.00 + One Item Donation for Raffle**
- ☐ **Saturday & Sunday - \$50.00 + One Item Donation for Raffle**
- ☐ **Food & Beverage Vendor (Saturday Only) - \$80.00**
- ☐ **Food & Beverage Vendor (Saturday & Sunday) - \$130.00**

CHECK OR MONEY ORDER PAYABLE TO: **Mission 4** (No postdated checks; \$40.00 NSF fee).

Payments can be mailed or dropped off at: **8784 Hwy 1, Lockport, LA 70374**

This event is held by and for the benefit of the Mission 4; Luke Martin Memorial Foundation (Mission 4). Mission 4 is a 501(c) (3) non-profit organization and receives no federal, state, or local funding. Instead, Mission 4 relies on funding from grants, donations, hosted events, and fundraising efforts.

Mission 4 has full authority over this event and reserves the right to remove, reject, or disqualify any vendor if they fail to comply with the rules and regulations or act against the event's best interests. Mission 4 is not responsible for theft, loss, or damage to any persons or property during the event or overnight.

By signing below, you acknowledge that you have read, understood, and agree to abide by the rules, regulations, and terms of this event.

Signature

Date