

The City of Grays Prairie Saturday Market

Market Information

Date/Time/Location:

Markets will be held on the third Saturday of each month, April through November, for the 2024 season. The market will be open to the public from 9:00am to 1:00pm. The Grays Prairie Community Center is located at 11838 FM 148 Scurry, Texas 75158.

Booth Locations and Size:

We have indoor and outdoor booths available. Outdoor booths may set up under the pavilion or on the lawn. All booths are 10'x10'. The city will provide you with one 8' table to use in your booth. Depending on the number of vendors we have for each market additional tables may be available for your use. The city also has metal folding chairs that you may use. Please make sure to mark your preferred location on your application. Booth locations (Indoor, Outdoor Pavilion, Outdoor Lawn) will be assigned in the order applications are received.

Cost:

The booth rental fee is \$20.00. The city puts all booth rental fees into their Christmas Sponsorship fund to help local families in need during the holiday season. Booth rental fees for each market must be paid before you set up your booth. You do not have to pay for the entire market season in advance. The city accepts cash, check, money order, and Zelle. Physical forms of payment can be dropped off in the lockbox at the community center or given to the City Secretary before you set up your booth. Please notify us after you put anything in the lockbox at the community center so that it can be collected in a timely manner. The city can be found on Zelle through our email address, graysprairietx@gmail.com. You will see our Mayor's name, Brandon Coogler, when you are completing your transaction through Zelle.

Set up and take down:

The community center will be open for vendors to set up their booths the Friday evening before each market from 4:30pm – 6:00pm. The community center will also be opened no later than 8:00am on Saturday mornings for vendors to set up. Please take down your booth in a timely manner once the market is over. Your area should be free of any trash and clean when you leave. The city will have a trash can available for your use but if you will have a large amount of trash or boxes that need to be thrown away please make arrangements to take those with you. The community center does not have a trash service.

If you have any questions please reach out to Sarah Coogler, City Secretary, via email at graysprairietx@gmail.com.

Vendor Application

Welcome Vendors and thank you for your interest in the City of Grays Prairie's Saturday Market. These events will be held on the third Saturday of every month (April 2024- November 2024) from 9:00am – 1:00pm at the Gray's Prairie Community Center.

Please make sure you have reviewed the Market Information page above. If you have any additional questions please contact Sarah Coogler, City Secretary, at graysprairietx@gmail.com.

Please submit your completed vendor application via email at graysprairietx@gmail.com or drop it in the black lockbox on the side of the Community Center. The booth rental fee can be paid via cash, check, money order or Zelle. Physical payments can be dropped off in the black lockbox on the side of the community center or given to the City Secretary before you set up your booth. The city can be found on Zelle through our email address. Please notify us after you put anything in the lockbox at the community center so it can be collected in a timely manner.

Name of Business/Organization: _____

Contact's Name: _____

Phone: _____ **Email:** _____

Provide a specific description of your booth, product(s) and/or services that you will be bringing to the market.

Saturday Markets you will be attending:

April 20th _____ May 18th _____ June 15th _____ July 20th _____
August 17th _____ September 21st _____ October 19th _____ November 16th _____

Desired booth location:

Indoor _____ Outdoor Pavilion _____ Outdoor Lawn _____

AGREEMENT

The City of Grays Prairie assumes no responsibility for any product loss or damages during this event. The City of Grays Prairie is not responsible for any accidents that may occur while you are on the property. You are responsible for setting up, working, and taking down your own booth.

Signature

Date