

## **VENDOR GUIDELINES & CONTRACT – NORTH TEXAS GOURD FESTIVAL 2026**

\* Indicates required question

### **FESTIVAL HOURS:**

Friday, April 17 (9:00AM-5:00PM)

Saturday, April 18 (9:00AM-4:00PM)

Sunday, April 19 (10:00am-3:00pm)

### **PROCEEDS:**

All proceeds support the Texas Gourd Society, Inc., a not-for-profit 501c3 organization.

NOTE: Only service animals to aid the handicap will be allowed. NO PETS ADMITTED.

### **BOOTH ASSIGNMENT & VENDOR INFORMATION:**

- Booths will be awarded on first payment via postmark, PayPal, or to the vendor chair by other means.
- Once accepted as a vendor by TGS, THERE WILL BE NO REFUNDS UNLESS FESTIVAL IS CANCELLED.
- Each booth measures 10' deep x 10' wide
- One (1) 8' Table and Two (2) chairs will be provided free in each booth. Additional tables and chairs are available for a small fee.
- Electricity is available for booth spaces only and vendors will be charged a small fee.
- Each vendor will be allowed a total of two (2) name tags for the first booth & one (1) free name tag for each additional booth rented. Additional name tags are available for a small fee.
- No outside food or drinks allowed. Unlimited Coffee, Tea & Water is available per person, per day for pre-purchase. **A box lunch will be available per day for pre-purchase. Details on menu and cost will be forthcoming**
- The building is air-conditioned and heated.

### **VENDOR SETUP / BREAKDOWN:**

**Setup:** Thursday, April 16, 2026 – 8:00 AM to 5:00 PM

Unloading/Loading will be done through the entrances. Garage Doors may be used depending on weather conditions and vendor booth placement. Because of the lack of space, it will be very important to unload and move your vehicle to the parking area ASAP.

**NOTE: No modifications of any type can be made to the building or any structure. This includes using nails, tacks or certain types of tape.**

Each vendor must furnish his/her own table covering and other accessories. All tables must be covered and draped to the floor/ground. All empty boxes, etc. must be removed from the booth/table area or stored out of site. TGS insists on a clean, professional look to our Festival.

All totes / boxes must be stored out of view under table or in your vehicle / trailer.

**Breakdown:** Sunday, April 19 - 3:00 PM until 7:00 PM. NO EARLY BREAKDOWNS.

EARLY BREAKDOWN, PACKING OR ANY DISPLAY OF CLOSING BY A VENDOR WILL NOT BE TOLERATED AND COULD WARRANT REJECTION FROM FUTURE FESTIVALS.

## **SECURITY**

Lake Granbury Conference Center will provide reasonable security. The Exhibition Center will be locked from 7:00 PM until 7:00 AM. Lake Granbury Conference Center and TGS assumes no responsibility for damage, theft or accidents; this includes but is not limited to entries, exhibits & displays.

## **VENDOR RESPONSIBILITIES:**

The artists and crafters of all items for sale must be present in his/her booth and available to the public.

Vendors are required to contain all display, sale and viewing area within the rented space to alleviate encroachment on adjoining space or walkways. booths must remain open & staffed during festival hours of operation.

Sales are limited to clean, dry gourds, fresh green gourds, gourd art/crafts & gourd supplies, wood carvings, wood turnings, beading & embellishments, basketry, leather tooling, clay works and items related to any of the above. All items for sale shall be handmade and/or approved by TGS.

Vendors & helpers are required to wear TGS Festival Nametags during event hours.

ALL SALES TAX IS THE INDIVIDUAL VENDORS RESPONSIBILITY. Sales Tax Certificate must be displayed or available for viewing if requested. For help with Texas Sales Tax information, go to [www.window.state.tx.us](http://www.window.state.tx.us) or call 800 252 5555.

I have read, agree with and understand the **VENDOR GUIDELINES** described above and will comply with all rules set forth by the Texas Gourd Society.

Please sign and date below.

Signed \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

## **BOOTH SELECTION AND BOOTH**

Booths and Tables will be awarded on first payment via postmark, PayPal, or to the vendor chair by other means. We will also take in to consideration special needs or requests.

TGS dues for 2026 must be current at the time of application & festival date to qualify for member's festival fee. TGS Membership is \$15 per year and can be purchased via PayPal at [www.texasgourdsociety.org](http://www.texasgourdsociety.org)

TGS Member - Number of Booths requested

Booth Choices (See Vendor Layout for Booth Numbers) State your 1st, 2nd, 3rd or 4th booth choice

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_ 4) \_\_\_\_\_

NON-TGS Member - Booth Choices (See Vendor Layout for Booth Numbers) State your 1st, 2nd, 3rd or 4th booth choice

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_ 4) \_\_\_\_\_

**I will sell the following:**

### **TOTAL OF TGS MEMBER BOOTH AND ADDITIONAL FEES (check all that apply)**

TGS MEMBER BOOTH Quantity \_\_\_\_\_ \$ 95.00 per booth \_\_\_\_\_

TGS 2026 MEMBERSHIP FEE \$15.00 \_\_\_\_\_

ADDITIONAL NAME TAGS Quantity \_\_\_\_\_ \$ 1.00ea \_\_\_\_\_

ELECTRICITY \$25.00 \_\_\_\_\_

ADDITIONAL TABLES Quantity \_\_\_\_\_ \$ 8.00ea \_\_\_\_\_

ADDITIONAL CHAIRS Quantity \_\_\_\_\_ \$ 1.00ea

ADDITIONAL NAME TAGS Quantity \_\_\_\_\_ \$ 1.00ea

Total Member Booth Fees Due \$ \_\_\_\_\_

### **TOTAL OF TGS NON- MEMBER BOOTH AND ADDITIONAL FEES**

TGS NON-MEMBER BOOTH Quantity \_\_\_\_\_ \$ 115.00 per booth

ELECTRICITY \$25.00

ADDITIONAL TABLES Quantity \_\_\_\_\_ \$ 8.00ea

ADDITIONAL CHAIRS Quantity \_\_\_\_\_ \$ 1.00ea

ADDITIONAL NAME TAGS Quantity \_\_\_\_\_ \$ 1.00ea

Total Non-Member Booth Fees Due \$ \_\_\_\_\_

PAYMENTS BY MAIL / CHECK – Make checks payable to Texas Gourd Society

Mail application and check to:

Shelly Garber

797 Anderson County Rd 327

Frankston, TX 75763

PAYMENTS BY PAYPAL VIA TGS WEBSITE [www.texasgourdsociety.org](http://www.texasgourdsociety.org) In the N. Tx Festival Tab, go to the PayPal shopping cart for the Gourd Festival N. Tx Vendor Fees and select your options within the shopping cart. If payment is made through PayPal, signed copies of the GUIDLINES and CONTRACT are still required for the vendor chair, before booth or table space can be guaranteed.

Scan and email application to [vendor.info.txgourdsociety@gmail.com](mailto:vendor.info.txgourdsociety@gmail.com)

**NAME TAGS:**

- Each vendor will be allowed a total of **two (2) name tags for the first booth/table & one (1) free name tag for each additional booth/table**. Additional nametags are available for \$1.00 each.

o Name tags will not be issued blank, with no name or just the name of a gourd patch. NO EXCEPTIONS. Name tags may not be passed from person to person. This applies to vendors and gourd patch personnel alike.

PRINT NAMES FOR BADGES BELOW

For more vendor information contact TGS Vendor Chair – Shelly Garber

Email – [vendor.info.txgourdsociety@gmail.com](mailto:vendor.info.txgourdsociety@gmail.com)

Phone: 903-912-9095

I understand and acknowledge my responsibility to comply with the rules and guidelines set by the Texas Gourd Society. Please sign and date below.

Vendor Signature \_\_\_\_\_