



2017 TGS VENDOR GUIDELINES

Texas Gourd Society
Lone Star Gourd Festival
New Braunfels Civic/Convention Center
375 S Castell Ave.
New Braunfels, Tx. 78130-4011

Festival Hours: Friday August 18 (9am -5pm); Saturday August 19 (9am-5:00pm); Sunday August 20 (9am- 3:00pm)

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

Vendor Setup: Wednesday, August 16, 1 pm till 7 pm. Thursday August 17, 7 am till 7 pm.

Unloading/Loading: To be done in the loading/unloading dock area only. Because of the lack of space, it will be very important to unload and move your vehicle to the parking area ASAP.

Prior vendors will have priority for their 2017 booth spaces until March 7, 2017, selection to be awarded upon payment and contract to vendor chair. After March 7, 2017, all vendor space will be awarded on first postmark with payment or payment to the vendor chair by other means. NO VERBAL RESERVATIONS WILL BE ACCEPTED.

All proceeds support the Texas Gourd Society, Inc. a not for profit organization. We will accept PayPal. Once accepted as a vendor by TGS, THERE WILL BE NO REFUNDS.

Vendors will be allowed to sell only CLEAN DRY and/or FRESH GREEN GOURDS, GOURD ART/CRAFT and GOURD RELATED PRODUCTS. All gourds must be clean and free of dirt. Such products as gourd tools, beads, feathers, dyes and paints which are used in the embellishment of gourds are permitted.

NOTE: No modifications of any type can be made to the building or any structure.

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 area or stored out of site. TGS insists on a clean, professional look to our Festival. There will be some storage inside the vendor area.

Vendor's 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.

The New Braunfels Civic/Convention Center is AIR CONDITIONED.

Each vendor will be allowed a total of three name tags for the first booth rented & one free name tag for each additional booth rented. Additional name tags may be purchased @ \$5.00 each. See vendor contract.

ALL SALES TAX IS THE INDIVIDUAL VENDORS RESPONSIBILITY. For help with Texas Sales Tax information, go to www.window.state.tx.us or call 800 252 5555.

Breakdown will be on Sunday, 3 pm until 6 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.

Additional note: EVERYONE MUST BE COMPLETELY OUT OF THE BUILDING BY 7:00 PM.

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

***If fee payment is made thru PayPal, signed copies of the guidelines and contract are required for the vendor chair.**

Vendor Signature _____ Date _____



2017 TGS VENDOR CONTRACT

Texas Gourd Society

Lone Star Gourd Festival

August 18 thru August 20, 2017

August 16 AND August 17 ARE CLASS DAYS ONLY AND WILL NOT BE OPEN TO PUBLIC

New Braunfels Civic/Convention Center

375 S Castell Ave.

New Braunfels, Tx 78130

Festival Hours: Fri.8/18 (9am -5pm); Sat. 8/19 (9am-5:00pm); Sun.8/20 (9am- 3:00pm)

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

Vendor Name (**PRINT**) _____
Address _____
City, State, Zip Code _____
Phone # _____ E-Mail: _____

	<u>TGS Members</u>	<u>Non-TGS Member</u>	<u>Booth Size</u>
BOOTH PRICES	\$145	\$160	10' x 12'
Additional Booths, includes 1 table	\$130	\$145	10' x 12'
Additional 6' x 30" tables	\$ 10	\$ 10	

Booth prices include 1- 6' X 30" table, electricity, chairs as needed.

Awarding of booth space determined by first payment to vendor chair: mail with postmark, paypal or in person. TGS dues must be current at the time of application & festival date to qualify for member's festival fee.

My booth space choice is: 1st choice: _____ 2nd choice: _____ 3rd choice: _____

I understand sales are limited to clean dry gourds, fresh green gourds, gourd art/craft and gourd related items. No cosmetics allowed. No modifications of any type can be made to the buildings or any structure.

I will sell the following: _____

NOTE: Each vendor can have two additional free name tags (helpers etc, three total) for the first booth rented & one free name tag for each additional booth rented. 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. Additional name tags may be purchased for \$5.00 each.**

Helpers Name (**PRINT**) _____

Enter name & quantity of additional name tags to be purchased @ \$5.00 each for your booth below

NAME (**PRINT**) _____
NAME (**PRINT**) _____

First Member booth spaces	_____ @ \$145 ea	Sub-total	\$ _____
Additional Member Booth spaces	_____ @ \$130 ea.	Sub-total	\$ _____
Number of Non-Member booth spaces	_____ @ \$160 ea	Sub-total	\$ _____
Additional Non-Member booth spaces	_____ @ \$145 ea.	Sub-total	\$ _____
Additional Number of tables, (in addition to 1 per booth included)	_____ @ \$ 10 ea.	Sub-total	\$ _____
Additional name tags	_____ @ \$ 5 ea	Sub-total	\$ _____
		TOTAL	\$ _____

Electricity required YES () NO ()

Number of chairs needed _____

MAKE CHECK PAYABLE TO: Texas Gourd Society, Inc. PayPal accepted on TGS website

***If fee payments are made thru PayPal, signed copies of the guidelines and contract are required for the vendor chair.**

Mail Vendor fees along with **signed Vendor Contract** and **signed Vendor Guidelines** to

Linda Hughes
1173 SEABORN ROAD
PONDER, Texas 76259

iamonelinda2@yahoo.com
Phone (817)-368-3400

Breakdown will be on Sunday Aug 20, 3 pm until 6 pm. **NO EARLY BREAKDOWNS.**

Texas Gourd Society & New Braunfels Civic/Convention Center will provide reasonable security. The Convention Center will be locked from 7:00 pm until 7:00am. TGS assumes no responsibility for damage, theft or accidents; this includes but is not limited to entries, exhibits & displays.

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

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

Vendors Signature _____ Date _____