

Gunter Holiday Market



Vendor Application

Event Date: December 4th, 2021 between 9am – 2pm at Gunter High School

Vendor Selection & Eligibility

The Chamber reserves the right to not duplicate businesses promoting the same product or service, and will restrict the number and types of vendors participating. The Gunter Chamber of Commerce Board, in their sole discretion, will determine booth assignments in a fair and equitable manner based on the needs of the Gunter Holiday Market event.

Deadlines & Fees

- Application deadline and fee must be received on or before **November 15th, 2021**. *Non-refundable after November 1st, 2021.*
- Vendor Fees are \$40 each X # _____ reserved = \$ _____ for non-electrical booths
- Vendor Fees are \$50 each X # _____ reserved = \$ _____ for electrical booths (*limited number available*).
- Requesting same booth space as previous year _____ (*all efforts will be made to accommodate this request*)
- Booth size - approximately 10x10
- Kids Zone Fees are \$25 (plus the activity supplies) _____

Vendor Contact Information

Business / Organization	
Name of Contact Person	
Cell Phone	
E-Mail Address	
Website	

Booth Products / Electricity

Please list the products and items to be sold, promoted, and/or given away at your booth. If you are requesting an electrical booth, please explain your needs. Be aware that we have limited outlets and they will go to the vendors with the greatest needs and on a first request basis.

Kids Zone

Please list the activity(s) you would like to sponsor, and if you would like assistance running the booth (we can provide an GHS student to run it for you). Please remember no selling is allowed in Kids Zone, these are free activities for the kids. Need help with ideas? No problem, contact us today.

Logos

If application is accepted and you have a company/organization logo, please submit in an original high resolution PNG or JPEG file (preferably without background color, if possible) for advertising purposes.

Vendor Responsibilities

- Vendor shall supervise their booth and/or display space using their best efforts to assure that all safety and health code regulations are maintained to the highest standards of the Vendor's abilities.
- Vendors must provide all necessary items for the operation of their booth and/or display space including tables, chairs, displays, signage, and extension cords if granted a booth with electrical outlets nearby.

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- All materials must fit in assigned vendor space.
- All food vendors must comply with state and local laws. Food handlers permits are required for all individuals who will handle food. If accepted as a vendor, a copy of permit must be submitted to the Chamber prior to the event.
- Alcohol sales are prohibited.

Setup

- Setup for the Gunter Holiday Market will begin at 7:00am on Saturday, December 4th, 2021. **All vendors must be setup and ready no later than 8:45am for event to begin at 9:00am**
- Parking – Please see Chamber representative at check-in for location of vendor parking, spaces may be limited.
- Upon arrival, please see Chamber representative to be directed to your assigned space. Booth locations cannot be changed once assigned, if you have any special requests, please let us know as soon as possible and we will do our best to accommodate your needs.
- Any vendors that are running late must notify their Chamber contact.

Tear-Down

- Tear-down for the Gunter Holiday Market may begin at 2:00pm. *Vendors may not tear-down early.*
- Vendors are responsible for all cleanup in their booth and surrounding area at the close of the event, including removal of all trash and debris.

No-Show Policy

If you are unable to attend the Gunter Holiday Market for any reason, you must notify us in advance. If you fail to do so, you will be considered a “no-show”. If you “no-show”, the Chamber reserves the right to revoke your participation in all future events.

Weather Policy

The Gunter Holiday Market is an indoor event. Weather closures will be at the sole discretion of the Chamber.

Contact Information

Email event questions and logos to Brandy Cochran by **November 15th, 2021** at Cochran_GunterChamber@live.com.

Applications and fees may be..

- Mailed to PO Box 830 Gunter, TX 75058
- Dropped off at Simmons Bank c/o Gunter Chamber (921 N 8th Street Gunter, TX) and must be in a sealed envelope
- Emailed to Cochran_GunterChamber@live.com and payment sent via Venmo to @GunterChamber

By signing I agree to the terms and conditions in the preceding paragraphs, including all rules, regulations and language described above.

Vendor Name: _____ Date: _____

Signature: _____

Chamber Use Only:

Dated Rcvd: _____ Elec: _____ Booth: _____ Logo: _____ Cash/Check #: _____