

6th Annual Early, Texas Showcase

(Formally known as Pioneer Days)

3rd Weekend in September (Event times)

Friday, September 14th, 2018 5:00 pm – 9:00pm

Saturday September 15th, 2018 9:00 am – Midnight

Sunday, September 16th, 2018 9:00am – 5:00pm

Early City Park

Dear Vendors,

Visit Early and the Early Chamber of Commerce would like to invite you to the 2018 Early, TX Showcase at the Early City Park. We are planning another successful year and hope that you join us in the fun Family filled event. This event will be held the 3rd weekend in September.

You are receiving this packet because you have previously attended Pioneer Days or have been a vendor at other functions. If you are no longer a vendor or wish to be removed from our mailing list, please let us know. We have exciting plans this year and look forward to welcoming you at the Early, TX Showcase!

When signing the vendor application you are acknowledging all rules and regulations contained within this packet. **If paperwork is not signed or properly filled out, it will be returned. If payment is not included, it will not be considered as a valid registration packet and you will not be assigned a booth. All applications must be received by Monday August 27, 2018 – to guarantee publication listing. No applications will be received after 5 PM on Sept. 7th, 2018.**

We have enclosed a Vendor Application, our Rules & Regulations, and Electrical Connection Requirements. This information is also posted on the Visit Early website: www.visitearlytexas.com

All Vendor applications are subject to approval and there can only be one of each Vendor. (Example: Tupperware, Scentsy, Damsel in Defense, etc; Crafts cannot be just alike.) **Food items will be first come first serve please make sure you list each item you have to offer!**

This year we have included the following as part of Early, TX Showcase: 5k run, baseball/softball tournament (estimated 32 teams), BBQ cook-off, horseshoe/washer tournament, Corn hole tournament Pioneer Man and Woman contest, children's area, karaoke, entertainment area in food court and, of course, Roger Creager & Sam Riggs & a fireworks show. Last year Early Pioneer Days had over 3500 visitors. We will have a church service on Sunday morning, as well as baseball/softball, and other planned events.

Please review the attached Policy and Operating Procedures, complete the vendor application and return it with payment by Monday August 27th, 2018.

Please share this information and invite other vendors we may have missed!

Thank you,

Shannan Burch

Please mail applications to:

Early Chamber of Commerce

104 E. Industrial Box #2, Early, TX 76802



EARLY, TEXAS SHOWCASE

**Formerly known as Early Pioneer Days*

**The place to be the
3rd Weekend in September
September 13th, 14th, 15th & 16th**



SAM RIGGS



**Concert:
Saturday Night,
September 15th, on the
Circle B Bar Ranch Stage**

FUN FOR THE WHOLE FAMILY

- *RYAN CONSTRUCTION FIREWORK SHOW*
- * ANDY'S PEST TROOPERS KARAOKE & DAY STAGE * CARNIVAL *
- * CONNELLY SOFTBALL TOURNAMENT * DIAMOND R STORE & CAFE VENDOR ROW *
- * HORSESHOE/WASHER/CORNHOLE TOURNAMENT *
- * MILLS COUNTY STATE BANK BASEBALL TOURNAMENT
- * PIONEER MAN/WOMAN COMPETITION * 5K *
- * SOUTH PARK MEDICAL PLAZA COOK-OFF *
- * UNITED SUPERMARKET FOOD COURT *
- * PARKING PROVIDE BY LONGHORN TOWNHOMES *

Early, TX Showcase Vendor Application

Friday, Sept. 14th 5PM – 10PM, Saturday, Sept. 15th 9AM – 6PM & Sunday, Sept. 16th 9AM – 5PM
Non-Food APPLICATION

BUSINESS NAME: _____

OWNER NAME: _____

MAILING ADDRESS: _____

BILLING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE NO: (DAY) _____ (CELL/NIGHT) _____

E-MAIL ADDRESS _____

DEADLINE DATE FOR PUBLICATION: August 27th, 2018 (NO APPLICATIONS WILL BE ACCEPTED AFTER Sept. 7th at 5PM., 2018 – NO EXCEPTIONS!)

Pricing:

\$75.00 per booth for 10 x 10 space

\$25.00 additional for electricity – *see attached connection requirements.*

Circle Booth Type(s): ARTS ANTIQUES COLLECTIBLES CHILDREN
 CLOTHING CRAFTS JEWELRY

List type of items for sale. If this section is left blank your application will be rejected and money will be returned. This is for tax and/or health department purposes. Thank you.

ALL BOOTH SPACES 10 X 10 # of booths _____ X \$75.00 \$ _____

Electricity YES NO If YES \$25.00 \$ _____

TOTAL AMOUNT DUE \$ _____

All Checks or Money Orders should be made payable to: **Early Chamber of Commerce**

SPACES ARE LIMITED – Hurry and get your applications in! Only one direct sales representative per line (i.e. Mary Kay, Scentsy, Posh, etc.) Direct Sales Rep/Line must be pre-approved. Load in times are final! If you are not set up by Friday, Sept 14th by 5pm, your vendor fee will not be returned and you will have forfeited your location. All vehicles must be cleared from the area by 4pm.

I will set up on Friday evening before 4:00pm and be open from 5pm to 10pm. On Saturday, September 15th, I will be open from 9am to 6pm, and Sunday, September 16th, I will be open from 9am -5pm. (No setup on Saturday because there will be other activities in the area Saturday morning.) OVERNIGHT SECURITY WILL BE PROVIDED FOR THE ENTIRE EVENT

I agree to abide by the rules and regulations as stated and further agree that I will not hold the Early Chamber of Commerce or City of Early liable for damages to person, property or theft of merchandise or displays during Early Texas Showcase. I will be responsible for collecting and remitting my own sales tax for sales made at Early Texas Showcase.

Signature _____

Date _____

Early, TX Showcase Non-Food Vendor

Please read and initial the following:

- _____ I understand that I must be set up on Friday, September 14, 2018 by 4:00pm and ready to open at 5:00pm
No money will be refunded if you are not set up by deadline time.
- _____ I understand that there is NO OPTION to set up on Saturday, September 15, 2018
- _____ I will be open from 5pm to 10pm on Friday, September 14, 2018
- _____ I will be open from 9am to 6pm on Saturday, September 15, 2018.
- _____ I will be open from 9am to 5pm on Sunday, September 16, 2018.
- _____ I understand that all trailers and vehicles MUST be moved out of the vendor area by 4pm on Friday,
September 14, 2018 and will not be allowed to return until after 5pm on Sunday, September 16, 2018
- _____ I understand that my booth must be manned at all times
- _____ I understand that I am responsible for my own tables, chairs, props, canopies, and extension cords
- _____ I understand that I may not "piggy back" electricity from another vendor. If I do so, I will be asked to leave
and I will not receive a refund.
- _____ I have received and understand the extension cord and connection requirements.
- _____ I understand that there are no shaded areas. I must provide my own canopies and weights to hold canopies in
Place.
- _____ I understand that **ALL vendors who are selling products/services for profit must have a Sales Tax ID
number issued by the Texas Comptroller's Office. For more information, they can be reached at
325-695-4323 or on the web at www.comptroller.texas.gov.** You will be required to show your number
upon arrival or you will be denied entrance and forfeit your booth fee(s). **Remember, this is a legal
requirement of the State of Texas. This form is due with your completed application.**
- _____ I understand that if I am a non-profit organization, I am required to post a sign somewhere visible within my
booth space that reads "NON-PROFT."
- _____ I understand that by signing the Vendor Application releases and the undersigned holds harmless the Early
Chamber of Commerce, the Early Convention and Visitors Bureau, and the City of Early from any liability
for bodily injury, property loss and damage as a result of participation in Early, TX Showcase.
- _____ I UNDERSTAND THAT IF I VIOLATE ANY OF THE RULES AND REGULATIONS OF THIS EVENT,
I WILL BE ASKED TO LEAVE IMMEDIATELY, FORFEIT ALL MONIES PAID, AND MAY BE
BANNED FROM FUTURE EVENTS.

Signature _____

Date _____

OVERNIGHT SECURITY WILL BE PROVIDED FOR THE ENTIRE EVENT

Electrical Requirements for Early, TX Showcase Vendors

All Vendors:

We will supply 120 Volt 20 Amp GFCI Protected receptacles to the vendors.

- You are responsible for your own cords and 3-way adapters
- All cords must be outdoor rated

See pictures below

- All cords must be grounded (3 prongs)
- All cords must be a minimum of 16 Gauge
- All cords must be in good condition

No cuts

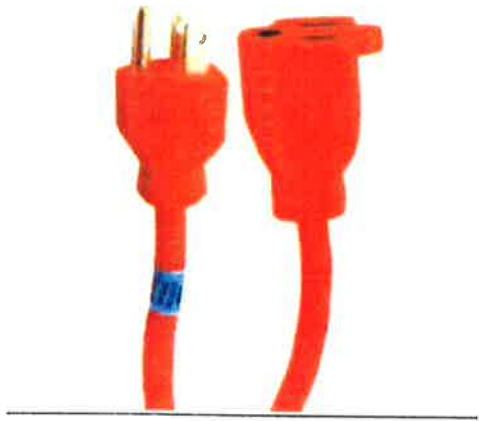
No frayed wires

No tape on the cords

Food Vendors:

- If you cannot plug your equipment into a standard receptacle, you will need to provide your own generator.
- Please understand that motors and heating elements may trip GFCI receptacles. **We cannot bypass the GFCI under any circumstances.**

The power we provide is meant to be for general purpose use and not to supply every person's electrical requirements



Signature: _____

Date: _____

Additional Information

Will you require electricity overnight? Yes No

Will you need ice? Yes No

If you will need ice, how many bags do you estimate that you will need? _____

***We will have ice on the premises. Will be located in the vendor area spot**

#3. Ice will be paid for at the time of pick up. (Cash, check or debit)