



## International Powder Fest 2016 Houston Vendor Application

BUSINESS NAME:

\_\_\_\_\_

ADDRESS:

\_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_

CONTACT PERSON:

\_\_\_\_\_

PHONE NUMBER: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

REQUESTING # of spaces (10 x10) \_\_\_\_\_ Total Costs: \_\_\_\_\_

NUMBER OF EMPLOYEES WORKING IN YOUR BOOTH: \_\_\_\_\_ (Four passes per booth are included in your booth fee. You will be charged for any additional passes required.)

**PLEASE LIST & DESCRIBE ITEMS YOU WISH TO SELL:**

Item	Description

## Event Terms and Conditions

**Event Date:** July 23<sup>rd</sup>, 2016

**Times Vendor load-in:** 12pm-7pm (**ALL VENDORS MUST BE READY TO OPEN BY 5:30pm**)

**Doors:** 8pm-10pm

**Venue:** The Silo Houston 4601 Clinton Dr. Houston, TX 77020

***RAIN DATE: Our RAIN DATE International Powder Fest Houston is July 29th. RAIN DATE will only apply if SEVERE WEATHER (Flooding, Hurricane Activity, Heavy Rain). NO REFUNDS will be given unless the event is cancelled due to Acts of God or Terrorist Activity.***

### **RATES & FEE's:**

**Corporate Vendors: \$350 10 x 10 / \$500 10x20**

**Art vendors: \$125.00 / 10x10**

**Merchandise vendors: \$150.00**

**Food Vendors: \$175.00 10x10 / Food trucks \$200.00**

Photo of your booth/tent must accompany your application or can be emailed to [intlpowderfest@gmail.com](mailto:intlpowderfest@gmail.com). Please put attention "International Powder Fest Houston and YOUR COMPANY NAME" in the subject line.

Each vendor is responsible for supplying their own tents, tent weights, tables, chairs, lights, employee hand washing stations, and cleaning stations.

All payments and deliverables must be received by May 31<sup>st</sup>, 2016. Acceptance letters will be sent out on or before July 9th 2016.

All Vendors are responsible and must supply all necessary permits from the Harris County to operate. Also each vendor must supply their own insurance with \$1 million dollar minimum coverage listing The Silo Houston as the additional insurer.

### **Setup and Strike Down Procedures**

• Setup will begin at 10:00am on Saturday July 23<sup>rd</sup>, 2016 the day of the festival. If you need additional time please confirm with your representative early setups are available by *APPOINTMENT ONLY*. Vendor Check-in ends at 6:30pm on July 23<sup>rd</sup>, 2016 and vendors will NOT be allowed to enter fairgrounds for set up after 7pm and ***FEES WILL NOT BE REFUNDED***.

• All vehicles will need to be removed by 6:30pm

• Each Vendor will receive (4) four entry passes and (2) two vendor parking passes. Additional passes are available for a fee \$5 each additional parking pass and \$10 each additional entry pass.

• Vendors must park in the Designated Vendor Parking area.

• You will not be allowed to drive your vehicles into the festival until 30 minutes after the Security/Sheriff's have cleared the crowd from the festival grounds. This will ensure the safety of our guest and your equipment.

We accept various forms of payment:

Checks please make payments to  
Stack Marketing Group  
435 Silver Creek Cr.  
Richmond, TX

Are you paying by CHECK? (YES or NO) \_\_\_\_\_

VISA/MASTER CARD/AMERICAN EXPRESS (Please add \$5 admin fee)

Name on Card: \_\_\_\_\_ Card Type: \_\_\_\_\_

Card #: \_\_\_\_\_ Expiration: \_\_\_\_\_

**TOTAL DUE:** \_\_\_\_\_

Security Code (3 Digit on back/AMEX 4 digit on front): \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Please sign if paying with CC

SIGNATURES			
Signature		Signature	
Name and Title		Name and Title	
Date		Date	

(EVEN IF YOU ARE PAYING BY CHECK PLEASE SIGN THIS FORM CONFIRMING YOU UNDERSTAND THE FEE'S, TERMS AND CONDITIONS)