



## **Riverside Park Market Days**

### **2009 Application**

1. First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_
  
2. Company Representing: \_\_\_\_\_  
Company Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
  
3. Detailed description of goods or services offered for sale: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
4. Size of Booth Required: \_\_\_\_\_ Electricity Required: Y \_\_\_\_\_ N \_\_\_\_\_
  
5. State Sales Tax Permit No.: \_\_\_\_\_  
Date of issuance of State Sales Tax Permit: \_\_\_\_\_

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**I hereby swear and affirm that I have read the above application and that the answers given to me are true and correct. I have also read and understand all of the rules and agree to abide by them.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Checks, Money Order, Visa, Discover and MasterCard are accepted:**

**Mail to:** City of Victoria  
Victoria Parks & Recreation  
P.O. Box 1758  
Victoria, TX 77902



## **RULES AND REGULATIONS**

### **Application:**

- Applications **must be received with payment** in order to reserve your space.

### **Space & Fees:**

- All booth spaces (Regular 10 x 10 or Large - Food 10 x 15) will be measured, marked off and numbered prior to Market Days.
- Due to limited electrical access; electrical booths will be rented out on a first-come, first-served basis.
- A Regular size, 10 x 10 non-electric booth space is \$20.00, rain or shine.
- A Regular size, 10 x 10 electric booth space is \$25.00, rain or shine.
- **A Large, 10 x 15 non- electric food vendor space is \$30.00, rain or shine.**
- **A Large, 10 x 15 electric food vendor space is \$35.00, rain or shine.**
- All spaces must be prepaid to be reserved.
- We do not refund money for any reason. Fees cannot be transferred to future months.
- There will be a \$25.00 charge on all returned checks.
- We accept Checks, Cash, Money Order, MasterCard, Discover and Visa credit cards.

### **Set-Up:**

- Spring Market Days will be held March-May 2009 every third Saturday.
- Vendors may set up 6 a.m. to 8:30 a.m. All vendors must begin moving their vehicles to designated parking area (see Parking section below).
- Prepaid spaces will be held until 8 a.m. All prepaid spaces not occupied by 8 a.m. will be rented to waiting vendors. In case of emergency you may call 361-648-0114 beginning at 6 a.m. on event day.
- Advertised hours will be 9 a.m. to 4 p.m. Vendors must remain open as long as customers are shopping.
- Vendors must only sell out of their booths. Soliciting outside of your booth will not be tolerated.
- Vendors ARE allowed to stake down – insert rods – tents within Riverside Park.

### **Reservations**

- A Parks and Recreation Department information tent, located near or on the stage, will be available from 6 a.m. to 4 p.m. on event day.
- Reservations for future Market Days at Riverside Park will be accepted on event day with payment.
- Any space not renewed by noon Monday, following the event, will become available to any vendor on a first-come, first-served basis.
- Vendors may pay for as many consecutive months in advance as they wish.
- Reservations for any future months can not be made until the current month is paid.
- You may call the office, 8 a.m. to 5 p.m., on weekdays to see if spaces are available. A booth will not be reserved until money is received.

### **Products:**

- All products being sold must be on site and should be handcrafted, grown, or new with the exception of trading cards and other antiques and collectibles. If there is a question about your merchandise please contact the Parks and Recreation Department, 361-485-3200.
- Market Days is not to be used as a garage sale to rid your home of unwanted items.
- The Parks and Recreation Department reserves the right to remove any product judged unacceptable.
- Fireworks or explosives of any kind may not be brought into the Market Days area or booth space used by vendors.
- No vendor shall sell any illegal items or items that infringe on registered trademarks.

### **Electricity:**

- 20 amp outlets are supplied in limited number, on a paid vendor first-come, first-serve basis.
- Vendors are responsible for their own heavy-duty extension cord, 100'-200' is typically sufficient, dependent on booth space location.
- Do not overload outlets.
- To avoid tripping breakers of other vendors, please do not run heaters or fans.
- No generators will be permitted.

### **Sales Tax Numbers:**

- The State Comptroller of Public Accounts requires vendors to have a sales tax number and to pay sales tax.
- Include your sales tax number on the application.
- It is the vendor's responsibility to obtain the necessary sales tax number and to furnish the Parks and Recreation Department with current information.
- If you have any questions about obtaining a sales tax number, please call the State of Texas Comptroller's Office at 1-800-252-5555 or local at 361-575-2874.

### **Food Vendor Permits:**

- The Texas Department of Health requires food vendors to obtain permits.
- It is the vendor's responsibility to obtain the necessary food vendor permit.
- If you have any questions about obtaining a food vendor permit, please call the Texas Department of Health at 361-578-6281.

### **Animals:**

- Pets which accompany a vendor, and animals which are being sold, must be caged and kept within your booth.
- A box, vehicle trunk, or leash is not a cage.

### **Clean-up:**

- It is every vendor's responsibility to ensure a clean booth space before leaving.
- Trash containers will be provided on site.
- Do not pour coals on ground or asphalt.

### **Parking:**

- Vendors may park 1 vehicle behind their booth but must remain parked until the end of the day. **No Exceptions.**
- Vendors may utilize parking lot for additional parking.
- Handicapped parking spaces must be observed. Only vehicles with handicap permits may use those spaces.

### **Restrooms**

- Restrooms will be provided.

East

Memorial Drive

■ Denotes Food Vendors

Notes on Layout

- Corner booths have limited parking behind the booths.
- Additional booths will be added without notice to accommodate additional vendors as needed.
- Parking may be limited behind booths due to trees on the backside.

Power

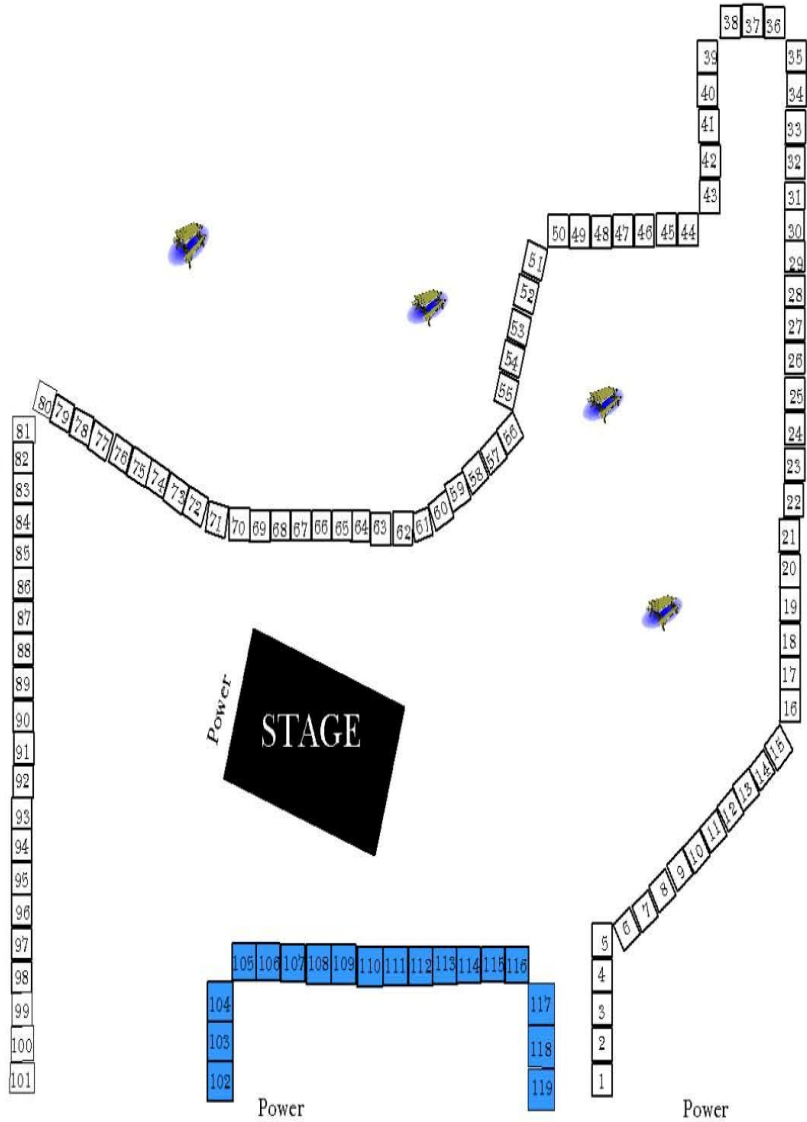
South

McCright Dr.

Power

Power

West



Power

Power

MAP LAYOUT

North