



Victoria Market Days

2012 Application

1. First Name: _____ Last Name: _____
Home Address: _____
City: _____ State: _____ Zip: _____
Home Phone: _____ Cell Phone: _____ E-mail: _____
2. Company Representing _____
Business Address: _____
3. Detailed description of goods or services offered for sale: _____

4. Please choose one of the following. If you need multiple booths please write how many in the space provided next to the booth size.

____ 10'x10' Non Electric ____ 10'x10' Electric ____ 10'x15' Non-Electric ____ 10'x15' Electric
5. State Sales Tax Permit No.: _____
Date of issuance of State Sales Tax Permit: _____

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 Vendor 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.

Booth Size	Non- Electric Fee	Electric Fee	Year Non-Electric Fee	Year Electric Fee
10' x 10'	\$25.00	\$30.00	\$225.00	\$270.00
10' x 15' (Food Vendor)	\$35.00	\$40.00	\$315.00	\$360.00

- We do not refund money for any reason. Fees cannot be transferred to future months.
- There will be a \$30.00 charge on all returned checks.
- We accept Checks, Cash, Money Order, MasterCard, Discover and Visa credit cards.
- If you call and choose to pay over the phone with a Debit/Credit card you will be charged a \$3.00 convenience fee. If you choose to come by the office and pay with a Debit/Credit card you will NOT be charged a \$3.00 convenience fee.

Set-Up:

- **Victoria Market Days** will be held March-September, November and December every third Saturday.
- Vendors may set up 6 a.m. to 8:30 a.m.
- 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 an *emergency* you may call 361-649-1222 beginning at 6 a.m. on event day.
- Advertised hours will be 9 a.m. to 4 p.m.
- Vendors must only sell out of their booths. Soliciting outside of your booth will not be tolerated.
- Vendors are **NOT** allowed to stake down or insert rods to secure tents within DeLeon Plaza.

Reservations

- A Parks and Recreation Department staff member, located near or on the bandstand, will be available from 6 a.m. to 4 p.m. on event day.
- Reservations for future Market Days at DeLeon Plaza will be accepted on event day with payment.
- **Reservations for a booth space on Saturday for event day will need to be made by 8:00 a.m.**
- 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.

Products:

- If you are NOT a Food Vendor or signed up as a Food Vendor and choose to sell food/beverage items at Victoria Market Days, you MUST get it approved by the Victoria City/County Health Department before doing so.
- 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, explosives or guns of any kind may not be brought into the Market Days area or booth space used by vendors.
- **No vendor shall sell items that infringe on registered trademarks, or items that may violate any federal, state or local laws and ordinance.**

Electricity:

- 20 amp outlets are supplied in limited number, for paid vendors on a 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. *Fans will only be allowed during the summer months as long as they do not interfere with tripping breakers.* The Victoria Parks and Recreation Department reserves the right to allow or not allow fans or heaters in cold/hot weather circumstances.
- 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:

- Selling of pets and/or animals is prohibited.

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 or grease on ground or asphalt.** If there is evidence left behind in your booth space of grease or coals you will not be allowed to participate in future Market Days for the rest of the year. You also may be subjected to a \$50.00 clean up fee.

Parking:

- Unloading time is between 6AM-8:30AM. If you are unable to unload your vehicle during this time frame you will have to hand walk your items to your booth space from outside the barricades.
- Vendors may utilize parking lots on the outside of the Victoria Market Days barricades.
- Handicapped parking spaces must be observed. Only vehicles with handicap permits may use those spaces.

Restrooms

- Restrooms will be provided and located along Bridge St.