



4th Woodlands Margarita Festival

**Saturday, June 29, 2019; 2:00 PM until 8:00 PM
Town Green Park, 2099 Lake Robbins Dr.,
The Woodlands, 77380**

The Woodlands, Texas – The region’s best margaritas are returning to The Woodlands and we want you there. This year’s 4th Woodlands Margarita Festival takes place in The Woodland’s Town Green Park from 2:00PM until 8:00 PM on Sat, June 29, 2019.

Also, this Festival is produced by one of the most effective promoter’s we work with. His festivals (8th Houston Margarita Festival & 3rd Austin Margarita Festival) are well attended and you can expect the same quality presentation, marketing, and advertising utilized in his other festivals.

The crown jewel of The Woodlands Margarita Festival is the multitude of margarita flavors available for your indulgence. Served frozen and on the rocks and mixed with 100% agave tequilas, the sampling tour of flavors is a taste paradise for margarita drinkers. The Featured Margarita Menu this year includes: Pumpkin Spice, Peach Mango Margarita, Raspberry, Green Apple, Grapefruit, Cucumber Apple, Lime, Strawberry, Chocolate, Grape, Coconut, Jalapeno, Lime-A-Rita, Straw-Ber-Rita, Mang-O-Rita, Hurricane, Pomegranate, and Black Berry.

Onstage entertainment will feature regional entertainment to be announced soon. Fans will also find a variety of vendors along with some of the best foods from this region. Because the vendors offer a variety of food and beverage options for sale at the venue, no food, beverages, or glass containers will be allowed into the Festival.

Other festivals by the same promoter:

- **3rd Austin Margarita Festival – Sat., Sept. 14, 2019**
- **8th Houston Margarita Festival -- Sat, Oct. 5, 2019**

APPLY FOR THIS FESTIVAL

The 3-page Vendor Application is included in this packet.

Apply online or view a schedule of upcoming shows:

Download App. or Apply Online: www.ewmediagroup.com

Click on “Applications Tab,” then on the name of the Festival

Application begins on next page...

4th Woodlands Margarita Festival

Saturday, June 29, 2019; 2:00 PM until 8:00 PM

Vendor Application

Town Green Park - 2099 Lake Robbins Dr., The Woodlands, 77380

Contact: Don Schwarzkopf, 832-413-2217 * 866-875-8960; * don@ewmediagroup.com

Company: _____ Contact Name: _____

Business Phone: _____ Home: _____ Alternate: _____

Fax: _____ Email: _____ Web: _____

Address: _____ City _____ State _____ Zip _____

Items Sold: _____

1-DAY BOOTH RENTAL FEES: Online application & payments: www.ewmediagroup.com

LIST Your Fees	Rental Space Sizes			Type of Booth/Service
	10x10	10x15*	10x20	WHITE TENTS ARE REQUIRED
	\$275	\$310	\$425	COMMERCIAL see Page #3, #21 for larger booth sizes
	\$165	\$195	\$250	ARTS & CRAFTS / NON-FOOD SALES
	\$125	\$150	N/A	JURIED ARTS & CRAFTS – see page 2, #7
	\$125	\$150	N/A	NONPROFIT BOOTH (Sales)
	\$113	\$113	\$113	ELECTRICITY (110v/20a - see page 3, #21 - #25
	\$365	\$450	\$560	FOOD - limit of 3 pre-approved items NO Beverages
	\$365	\$450	\$560	FOOD TRUCKS - limit of 3 pre-approved items NO Beverages
	\$275	N/A	\$425	DESSERT / SPECIALTY TENTS & TRUCKS
	\$25	\$25	\$25	LATE FEE - Applications Postmarked after 6/1/2019
\$	TOTAL FEES		NOTE	* 5 exterior feet creates 2 selling sides - see Page 2 #2

APPLICATION & PAYMENT: Make checks & money orders payable to: EWMedia

1. After 6/1/2019 - only credit cards, cash, cashier's checks or money orders accepted.
2. Online registration & credit card payments may be made at: www.ewmediagroup.com
3. Include deposit & late fee with payment along with:

A	a. Application & payment - sign all pages	due 6/1/2019
P	b. List of items you sell	due 6/1/2019
P	c. List personnel	due 6/1/2019
L	d. Electrical Needs	due 6/1/2019
Y	e. Food Vendors – Insurance Binder	due 6/1/2019

Mail Application & Payment To: EWMedia 6606 FM 1488, Ste 148-116, Magnolia, TX 77354

RELEASE: Applicant's signature on this application releases and forever discharges The Woodlands Margarita Festival, The Woodlands Township – Town Green Park, EWMedia, all sponsoring organizations, their elected officials, directors, employees, and volunteers from any responsibility, personal liability, or claims of loss or damage arising out of, or in conjunction with participation in The Woodlands Margarita Festival. The Festival is not responsible for any injury sustained by exhibitors, patrons or guests. Applicant stores and exhibits, their goods at their own risk. I understand that EWMedia contracts with the Festival to provide vendor management services only and does not retain any vendor funds. In addition, I/we have read and agree to abide by all festival regulations stated in this packet or risk removal from Festival site without refund.

Print Name _____ Signature _____ Date: _____, 2019

WMF-19 VENDOR AGREEMENT – GUIDELINES Packet - Page 3 of 4 / Application - Page 2 of 3

1. **CONFIRMATION AND BOOTH ASSIGNMENT:** Booth space is limited and vendors are selected on first-come/first-serve basis. Acceptance and booth location are determined by the date application and full payment are postmarked. **What happens after I submit my Application?** We will send a payment receipt immediately and email a load-in information packet approximately 3-days before the Festival.
2. **BOOTH SPACE: White tents are required.** Spaces are 10'x10' or 10'x20' (see #20 for larger sizes). For an additional fee, you may rent 5 feet of additional space external to your booth, allowing you to sell out of 2 sides of your booth. See the 10'x15' & 10'x25' columns on the Rental Fee chart on the first page of this application. **Vendors must provide their own tents, tables, chairs, etc.**
3. **SALES / SUBLEASING:** Sales must take place within your booth space. No subleasing of booths allowed. Festival only provides the space, not the tent & tables.
4. **EQUIPMENT RENTAL:** The Festival is not renting equipment. For suggestions, contact us.
5. **EXCLUSIVITY** – Types of merchandise sold must be listed in application and approved by festival. For an exclusive on any product call 832-413-2217 or email don@ewmediagroup.com
6. **LATE FEES** - Applications paid after 6/1/2019 incur a \$25 late fee.
7. **JURIED ARTS & CRAFTS** – Pre-approval required. Please find information/requirements at <https://ewmediagroup.com/juried-arts-crafts-program/>.
8. **FOOD VENDORS:** Vendors may sell **3 pre-approved entrees, NO BEVERAGES** – **Temporary Health Permit** - Montgomery County Environmental Health Services, 501 N Thompson St #101, Conroe, TX 77301; 936-539-7839; <http://tinyurl.com/laxcynl> **Propane** is allowed. Vendors must have a **Fire Extinguisher** (Rated 2-A, 10-B:C or better or Rated K if cooking in oil) with **current inspection sticker**. Fire Marshal will inspect booths.
9. **FOOD VENDOR INSURANCE: submit insurance binder by 6/1/2019.** 1. Food vendors must have a minimum \$1 million per occurrence, \$2 million general aggregate liability insurance. 2. You must submit a binder (COI) naming **The Woodlands Margarita Festival, The Woodlands Township & EWMedia as Additional Insured**. 3. If you apply early enough you can secure your permit by mail. We can arrange to pick up your permit for a fee, call 832-413-2217.
10. **WASTE DISPOSAL:** Gray Water & Grease disposal are vendor responsibilities. Vendors must also keep their booth and the surrounding area clean by providing their own garbage receptacles and garbage bags. Double-bag food waste and throw it in the dumpster. Vendors failing to abide by waste disposal guidelines may lose their deposit.
11. **EVENT DAY SETUP:** Vendors may not set up until fees are paid. **Vendor Check-in** will begin Sat, 6/29/19. You will be assigned to one of 3 load-in times. The **Day-of Information Packet** you receive 3 days before the Festival will give you specific instructions that **supersede** this information. You may not be able to pull up to your booth, so bring a dolly. Bring your receipt, only paid vendors will be allowed to set up. Vendors who have not pre-paid are not guaranteed space. **Vehicles:** May not allowed on festival grounds. Vendors requiring restocking of supplies may re-enter the festival with a dolly. **Parking:** Will cost you \$10 at the lots closest to the Festival. There is plenty of free parking a short distance away and a map will be in the Day-of Info Packet. **Business Hours:** Vendors must be ready for business by 1:00 PM. **Tear Down** may not begin until after 8:00 PM. when police signal the all-clear.
12. **BEVERAGE SALES:** Vendors **may not** sell any type of beverage.
13. **PROHIBITED:** Vendors may not sell drug paraphernalia, guns, fireworks, weapons, apparel displaying profanity or sexually explicit items.
14. **SALES TAX:** It is the vendor's responsibility to adhere to city and state tax guidelines in the collection and payment of sales tax. The Texas Sales Tax Info Line is: 800-252-5555
15. **ONLY ITEMS** listed in your vendor application and approved by the festival may be sold.
16. **SECURITY:** The site is fenced & the Festival has security, however, vendors are solely responsible for the security of their cash, coupons, equipment, goods, inventory, supplies & any other property.
17. **FESTIVAL GUIDELINES** will be strictly monitored. If violations occur, two warnings will be issued. Additional violations will result in removal from the Festival site by Police without refund.
18. **SOUND LEVELS:** Vendors may not play their own music at this event.
19. **ACTS OF GOD:** The festival producers, promoters, sponsors, staff/employees, volunteers, etc. are in no way responsible or liable for personal adversity or acts of God.

Print Name _____ Signature _____ Date: _____, 2019

- 20. **RAIN OUT POLICY:** If a date is cancelled due to rain, technical problems or any other act of God beyond the control of the festival the following shall apply: If a rain date for the Festival is scheduled, Vendor may set up and the basic booth fee only will be waived. Other fees will still apply.
- 21. **OVERSIZE COMMERCIAL:** Booths with an internal volume greater than 10’ x 30’ shall include a 5 foot external to tent perimeter on the 2 sides adjacent to the front of the booth. **Pricing:** (tent not provided) Tents larger than 1200 sq. ft. may require the presence of a Fire Marshal along with fire extinguishers & signage. Contact don@ewmediagroup.com for assistance with City requirements and sourcing of these tents.
- 22. **ELECTRICITY:** We provide (1) 20-amp, 110-volt circuit for \$113. Vendors must provide their own lighting fixtures and enough grounded heavy-duty outdoor cable to reach service. No light-duty cords.
- 23. **GENERATORS:** Whisper Quiet or Honda Quiet Generators or other inverter generators may be OK. All generators require pre-approval – Call 832-413-2217 with Make & Model.
- 24. **30 OR 50 AMP CONNECTION:** If needed you must provide us with pictures of your plug. Label your electrical equipment, including cables to prevent confusion with the electrical contractor’s equipment.
- 25. **ELECTRICAL NEEDS WORKSHEET:** Vendors whose electrical needs exceed that of basic lighting must submit this information for each piece of equipment. If you do not complete this form, we won’t able to incorporate your needs into the electrical design plot of the Festival. Your booth will not be supplied with electricity. An electrician will be available (at your expense) on-site during the Festival if you have a Problem with your equipment. Vendor coordinator must be notified 1 week in advance of your needs.

_____ **Total pieces of electrical equipment you use.** (Example: fryers, warmers, heat lamps, etc...)

List each piece of equipment: *The amps, watts, and volts are stamped on the name plate on each piece of electrical equipment. Each major appliance, cooler, grill, deep fat fryer, etc. must have its own circuit.*

- 1. Type of Equipment: _____
 Voltage _____ Amps _____ Watts _____ Phase _____
- 2. Type of Equipment: _____
 Voltage _____ Amps _____ Watts _____ Phase _____
- 3. Type of Equipment: _____
 Voltage _____ Amps _____ Watts _____ Phase _____
- 4. Type of Equipment: _____
 Voltage _____ Amps _____ Watts _____ Phase _____

26. Electrical Pricing

- \$ 113.00 - 20-amp, 110-volt circuit - Vendor must have 100' cable or more to reach power supply
- \$ 226.00 - 30-amp, 208 volt circuit - Vendor must have 150' cable or more to reach power supply
- \$ 339.00 - 50-amp, 208 volt circuit - Vendor must have 150' cable or more to reach power supply

Print Name _____ **Signature** _____ **Date:** _____, 2019