

# Hill Country Fun Fest

## Vendor Guidelines and Policies

Sunday July 3, 2022

5:00 pm - 10:00 pm

Jumbo Evans Sports Park, 101 Jumbo Evans Blvd

Spring Branch Texas 78070

1. Booth spaces are assigned on a first come first serve basis through the Spring Branch Tennis Association (SBTA) ONLY. Placement will be at the discretion of SBTA.
2. SBTA reserves the right to limit the number of vendors in a category...i.e. jewelry, informational, food etc.
3. All informational vendors will be required to offer a kid's activity.
4. No refunds will be given due to inclement weather.
5. Booth spaces are approximately 12'X12' and are in the grassy area within the park. Vendors must provide their own protection from the elements. A canopy is recommended. For safety purposes, we require that tent legs be weighted down with at least 40lbs per tent leg.
6. There is **no electricity available for vendors** and lighting is very minimal. Please plan accordingly.
7. Vendors are not allowed to roam the grounds and solicit sales, distribute flyers or merchandise.
8. All vendors are expected to operate for the full duration of the Hill Country Fun Fest. No set up earlier than 8:00am the morning of the event, **NO LATE ARRIVALS!** all vendors must be in vendor area by 4:00pm or they will be considered No Show. No take down prior to 9:30PM. No vehicles will be allowed to enter the Booth area from 5:00pm to 10:00pm. Breaking down early causes confusion, inconvenience, and hazards to those around you.
9. Pictures of crafts or items to be sold must be provided with the application form. SBTA reserves the right to make final decisions regarding acceptance. This is a family event and we ask that all art/merchandise be in good taste and appropriate for minors. Items should NOT display nudes, profanity,

obscenity or objectionable materials. SBTA reserves the right to ask a vendor to remove specific items or entire booths for failure to comply with these guidelines and NO REFUND will be given.

10. We do require any for profit business that is selling items in their booth at the event provide us with their Sales Tax Number. For information regarding this requirement please refer to <http://comptroller.texas.gov/taxinfo/sales/new.business.html>
11. For Vendors selling home-made food items, be advised that we are not responsible, nor do we have any knowledge about the lawful manner to do this. We simply are providing a rental space for the day. For information see <http://texascottagefoodlaw.com>
12. Your reservation is not final until payment has been received by SBTA. A confirmation email will be sent to you within a week of receipt. Booth assignments and final instructions will be sent the week of event.
13. All revenue producing vendors will be required to donate 10% of their proceeds from the event to SBTA a non-profit 501c3 EIN#26-1421941
14. Vendor Parking will be provided. PLEASE USE IT! Due to limited parking area **Vendors will only be allowed 2 vehicles**. All others must pay to enter and park in regular event parking.
15. Each Vendor is responsible for the removal of their booth and all trash/garbage prior to leaving for the day.
16. Alcoholic beverages of any kind are not allowed. Food and drinks will be sold. Vendor may bring food/drink for personal consumption. Smoking is not permitted in the booth areas.
17. Entry fees will not be refunded.
18. Infractions: Failure to comply with any of the above guidelines or policies will result in the permanent removal of your name from the SBTA vendor list. Our policies are for the safety and courtesy of all the shoppers and vendors within the booth areas. Your cooperation will be appreciated.

Any vendor questions contact Becky Miller at 361-563-0642 or the SBTA office at 830-205-1150 [tennis@gvtc.com](mailto:tennis@gvtc.com)