

## MERCHANT'S SPACE DIVISION

1. Absolutely no fireworks or related paraphernalia, drug related paraphernalia, laser lights, stink bombs or weapons will be sold or exhibited in booths. No compressed gas cylinder of any kind will be allowed inside the Merchant Building. All material judged as such is at the discretion of the Merchant's Space Committee. Violators will be removed immediately from the fairgrounds with no refund.

2. All merchants are responsible for set up and tear down of their own individual booth/space, display/exhibit, and/or merchandise and each merchant must provide their own fixtures (i.e., tables, chairs, extension cords, etc.) Jim Wells County Fair Association and Merchant's Space Committee assumes no responsibility for the displays, merchandise, and/or assisting.

3. Merchant's space will rent as follows:

- Outside Spaces - \$275.00: Size 20'x10' or 10'x20' (Includes 4 gate passes only)
- Additional outside space footage will be charged an extra fee of \$100.00 if need more than 10' will be regular fee of \$275.00. If availability at the discretion of location and Merchant's Space Superintendent and Committee.
- Outside space utilizing 220 voltages is \$20.00.
- Extension cords need to be covered or taped down.
- All Inside Spaces - \$100.00 -- 10'x10' (Includes 2 gate passes).
- Additional inside footage requires a full 10'x10' for \$100.00.
- Corner Spaces additional \$10.00 per space for inside spaces.
- Vehicle/Tractor Display Spaces - \$160.00 (Includes 2 gate passes).
- Merchants requiring electricity will be subject to electrical charges at the discretion of the Merchant's Space Committee.
- Informational booth are not guaranteed inside booth space.

4. **ALL** payments will be accepted only by check or money order made payable to Jim Wells County Fair Association; mailed to P.O. Box 3664, Alice, Texas 78333-3664; ATTN: Merchant's Space Committee, no later than September 1st. Failure to pay by September 1st will result in loss of seniority and merchant's space. **NO REFUND AFTER SEPTEMBER 1ST.** Any application/payment received after September 1st will be charged an additional \$25.00 and will be placed at the discretion of the Merchant's Space Committee.

5. All Vendors will be notified by September 23, 2019, if they will receive a vendor space whether an outside or inside vendor space or if no space is available.

6. All food merchants must complete or have completed a "Regulatory Licensing Unit Temporary Food Establishment Permit Application" form aka Event Permit for more information contact 512-834-6626. Also, be in compliance with the "Food Establishment Group Temporary Food Establishment Permit & Compliance Requirements" for more information contact 512-834-6753. Non-Profit organizations will need to show their 501 (C) 3 identification number, when canvassed. Texas Department of State Health Services forms attached below rules.

7. **OUTSIDE MERCHANTS:**

- All **FOOD** merchants must comply with applicable State, County, Municipal Health and Sanitation Regulations, and Permits. **ALL OUTSIDE MERCHANTS MUST PROVIDE A COPY OF LIABILITY INSURANCE.**
- READ RULE # 16 CAREFULLY
- Any Food Truck/Handmade Food Trailer/Commercial will be placed at the discretion of the Merchant's Space Superintendent and Committee due to circumstances of unit space needs, grounds developments and/or expansion.
- No Merchant's space is allow to have extra vendors in their space for different sales/profit. (One Cash Box)
- Merchants may set up Monday, 10:00 a.m., and begin sales after set up.
- Merchants must display a sign of business and/or organization name and prices by Tuesday 5:00 p.m.
- All Merchants are responsible for payment of any applicable sale taxes.
- Merchants will be allowed two vehicles behind their booth if permissible. Others will be towed away at owner's expense. (Display Merchant's parking permit on dashboard)
- Informational packet can be picked up in the Merchant's Building on Monday from 10:00 a.m. - 5:00 p.m.

8. **INSIDE MERCHANTS:**

- READ RULE #16 CAREFULLY
- Merchants may set up Tuesday, 10:00 a.m. - 5:00 p.m.  
Wednesday-Saturday set up 30 minutes before opening.
- Merchants will operate during public open hours, fail to obey will be dismissed immediately.
- Merchants must display a sign of their business and/or organization name. All display/flags/etc. and merchant need to be inside their rental space.
- All Merchants are responsible for payment of any applicable sale taxes.
- Merchants will be allowed only one vehicle behind Merchant's Building, if permissible. Others will be towed away at owner's expense. (Display Merchant's parking permit on dashboard)
- Informational packet can be picked up in the Merchant's Building on Tuesday from 10:00 a.m. - 5:00 p.m.

9. Merchant Building will be open to public/closes at the following times:

- Wednesday.....11:00 a.m.-11:00 p.m.
- Thursday.....11:00 a.m.-11:00 p.m.

- Friday.....11:00 a.m.-11:00 p.m.
- Saturday.....11:00 a.m.-11:00 p.m.
- Sunday.....Off premises by 11:00 a.m.

10. All **MERCHANTS** will have their space/booth completed by no later than 5:00 p.m. on Tuesday. Failure to comply with rule will result in loss of space and space becomes available for rent to another merchant.

11. All merchants are responsible for removal of all booth/space materials and merchandise by Saturday or Sunday. Any merchant dismantling before 11:00 p.m. without prior approval of Merchant's Space Committee will result in loss of guaranteed merchant's space, no exceptions. Jim Wells County Fair Association and Merchant's Space Committee will not be responsible for any items left behind after 12:00 a.m. on Saturday. All vendors will need to remove all their belonging by 5:00 p.m. on Sunday, unless arrangements done prior.

12. All merchants are responsible for keeping their space area clean and sanitized at all times. Please dispose of debris in proper trash bins.

13. Merchants are allowed to have animals in their booth space as long as it is in a cage at all times or on a short leash. Any complaints about the animal(s) will require them to be removed from the Merchant's Space area.

14. The Merchant's Space Committee **DOES NOT** guarantee elimination of duplications of main-line merchandise.

15. There will be a \$25.00 charge on all returned checks.

16. New merchant space vendors will be placed at the discretion of the Merchant's Space Superintendent and Committee. Previous merchant space vendors will be placed at the discretion of the Merchant's Space Superintendent and Committee due to circumstances of unit space needs or grounds developments and expansion.

17. Security guards will be on the fairgrounds daily until 12:00 midnight on Saturday.

18. Jim Wells County Fair Association and Merchant's Space Committee assumes no responsibility for theft, damage, or breakage of merchandise, equipment, fixtures, displays, tent, and etc.

19. Any merchant occupying an overnight stay will need to pay a Jim Wells County Fair Association RV rental space. The location will be at the discretion of the Merchant's Space superintendent.

20. No open ground fires. All BBQ pits/hot equipment need to be barricaded with caution tape or some sort of safety caution information.

21. Outside merchants requiring more than 110 volts electricity will be subject to electrical charges per outlet/surge protector. May bring own generator at no charge. Outlets are limited and electrical usage fees at the discretion of the Merchant's Space Committee.

22. ANY MERCHANT THAT BECOMES UNRULY, CREATES A DISTURBANCE, HEALTH HAZZARD, OR DOES NOT FOLLOW THE RULES WILL BE IMMEDIATELY EXCUSED AT THE DISCRETION OF THE MERCHANT'S SPACE COMMITTEE SUPERINTENDENT WITH NO REFUND.

23. Jim Wells County Fair Association Merchant's Space Committee has the right to refuse any merchant who demeans and degrades the Jim Wells County Fair Association or Jim Wells County Fair Merchant's Space Committee decision.