



**2010 Old Town Lewisville Farmers Market**

**Non-Profit Vendor Application (Non-Food)**

**Application deadline: at least 10 days prior to market day**

Non Profit Name: \_\_\_\_\_ Contact Name/Title: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Cell: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Description of booth (activities, handouts, etc) \_\_\_\_\_

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Please circle the dates that you plan to attend the market:

July 24, 31      August 7, 14, 21, 28      September 4, 11, 18      October 2, 9, 16, 23, 30  
\* No market on Sept. 25

Set-up time will be on Saturday from 7am – 8am. All vehicles must be removed from market zone by 8am.

**Vendor Fees**

Booth space (10x10)      free      \$ -0-

**Tent, tables, chairs or electricity will not be provided for this event. Vendors must be self-contained.**

Please send application to:

Lewisville Convention & Visitors Bureau  
Attn: Melinda Stephens/Farmers Market Kickoff  
P.O. Box 299002  
Lewisville, TX 75029  
[mstephens@cityoflewisville.com](mailto:mstephens@cityoflewisville.com)  
Phone: 972.219.2912      Fax: 972.219.3719



## 2010 Old Town Lewisville Farmers Market Rules & Regulations

The opening date for the Market will be Saturday, May 15, 2010 and will run through Saturday, October 30 (excluding Saturday, September 25). The market will be located in Wayne Ferguson Plaza and will run from 8 a.m. until 12 p.m., with check-in time: 7:00 a.m. each Saturday. There will be a kickoff event held on Saturday, May 15, 2009.

1. A standard vendor space is 10 foot X 10 foot.
2. Booth spaces shall be assigned on a first come, first served basis according to approval of application and fee payment. Load-in will start at 7:00 a.m. on the morning of the market. Booth space assignments will be e-mailed out the Friday prior to the market day. Designation and allocation of selling spaces are the responsibility and at the discretion of the market representative.
3. Vendors must provide their own tents, tables, chairs, signs, refrigeration and storage. All tables must be covered. The City of Lewisville provides access to portable water and restrooms, along with a hard surface for the Market.
4. Hours of operations on each market day are from 8 a.m. until 12 p.m. Vendors may arrive no earlier than 7 a.m. to set up and ready to greet their customers for the opening of the market at 8 a.m. Violations of this rule are grounds for dismissal from the Old Town Lewisville Farmers Market.
5. Once the market has begun, no moving vehicles are allowed within the Farmers Market area as a safety precaution.
6. Vendors must clean up their areas at the end of each market. Vendors should not use public trash receptacles for disposal of produce boxes or unsold produce. There is a \$50 fee per 10 foot X 10 foot space when the Market Representative has to clean up the space at the close of the Market. That fee is payable, in cash, before the Participant can sell at the Market again.
7. Each Vendor is responsible for obtaining a Sales Tax Number if required by the State of Texas and collecting and paying any sales tax that may be assessed on their products. The Vendor shall be responsible for filing any and all returns required by the State of Texas with respect to sales tax collection. The Lewisville Old Town Farmers Market does not involve itself in collection, audit or other related sales tax activities.
8. No firearms, alcoholic beverages or drugs will be allowed at the Farmers Market.
9. Violations of the rules and complaints that arise shall be resolved by the Old Town Lewisville Farmers Market representative and, if necessary, the Old Town Lewisville Farmers Market board.
10. Vendors agree to abide by the final decision of the Old Town Lewisville Farmers Market representative/board.
11. Violation of any provision of the Old Town Lewisville Farmers Market rules shall be a material breach and default by the vendor. The vendor will be asked to vacate the premises immediately without refund of paid fees. Failure to vacate may subject the seller to civil and/or criminal remedies.
12. The Farmers Market board or its designee shall reserve the right to cancel any seller's participation at any time if and when the seller shall be found to be in violation of any market rule or eligibility requirements.
13. The Farmers Market board shall reserve the right to revise the Farmers Market rules and operations at any time it deems appropriate and shall post notice of such revisions for sellers.
14. All vendors, without exception, must sign the Indemnity and Release document before they can participate at the market.
15. All vendors shall conduct themselves in a professional manner while at the Market.
16. Shoes and shirts are required at all times.
17. Vendors may not smoke in any vendor area.
18. No radios.
19. No commercial truckers allowed.
20. Chaining/tying/binding rental tents together is prohibited.

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### **Agreement of Liability Waiver**

I hereby release, waive, discharge, covenant not to sue and agree to hold harmless for any and all purposes The City of Lewisville, Texas, its officers, employees, successors, assigns, sponsors and volunteers (collectively "the City") from any and all liabilities, claims, demands, personal injury including death, or property damage that may be sustained by me while participating in the Old Town Lewisville Farmers Market event, including injuries or damages sustained as a result of the negligence of the City.

### **Venue**

The Parties agree that if legal action is brought under this contract, exclusive venue shall lie in the Courts of Denton County, Texas, and its terms or provisions, as well as the rights and duties of the Parties hereunder, shall be governed by the laws of the State of Texas.

### **Contract Agreement**

I have read the General Information regarding the 2010 Old Town Lewisville Farmers Market. Payment for vendor space will be made after approved by the Vendor Approval Committee. I agree to the conditions and terms of this contract. It is understood and agreed by applicant that this entire document constitutes a contract between Vendor and Old Town Lewisville Farmers Market only when Old Town Lewisville Farmers Market Management confirms this contract. Confirmations may be mailed, faxed or emailed. Verbal agreements or promises made verbally and not specifically stated and confirmed in writing, as part of this Contract, will not be binding.

21. I attest that the information provided is true and accurate. I agree to comply with the City of Lewisville rules and regulations and understand that failure to do so may result in revocation or suspension of the permit/application.
22. The application is effective for the Farmers Market season – May 15 through October 30, 2010 unless sooner revoked for a cause. (excluding Saturday, September 25)

\_\_\_\_\_  
**Signature of Representative for Non Profit**

\_\_\_\_\_  
**Date**

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