

TEXARKANA'S LARGEST



FOUR STATES ENTERTAINMENT CENTER
SATURDAY, November 4, 2017

VENDOR BOOTH RULES / GUIDELINES

1. Vendor check in/set up time is Friday, November 3th from 8am to 7pm. Vehicles will be allowed to drive into the Four States Arena in 2 areas. Vendors are required to unload at the designated areas, park your vehicle, then set up your booth(s). Townsquare Media will have a few carts for unloading/loading purposes for vendors. Please check in at the registration desk to pick up your name tags. Vendors not checked in by 7pm Friday may lose their space unless pre-arrangements have been made with Townsquare Media. All booths have to be set up by 6:30am, Saturday, November 4th. Garage sale hours are 7am to 1pm.
2. Vendor tear down is Saturday, November 4th from 1-3pm. Any vendor items not sold may be donated to the Salvation Army who will be on site. Pre-arrangements with Townsquare Media will need to be made if you cannot tear down by 3pm.
3. No sales of the following items will be allowed: alcohol, tobacco, firearms, weapons of any kind (knives may be sold in a case), reptiles, animals, fish, birds, chemicals, kerosene, gas, motor oils, any flammable materials, pornographic or suggestive materials, discriminatory items or information, no food unless it is pre-packaged.
4. No person, company or organization shall assign, sublet or share the booth without the consent of Townsquare Media.
5. Booth spaces are 10' x 10'. Electricity is only available to the outside perimeter booths. No tables or chairs will be provided.
6. Each vendor is responsible for their own phone, modem, water, water needs and extension cords.
7. Each vendor is responsible for having adequate financial change for their booth(s).
8. Every reasonable precaution will be taken by Townsquare Media to protect property during set up, event times and tear down. However, neither the sponsors of the event, Townsquare Media, service contractors, building or ground officials, officers, staff members or directors of any of the same, are responsible for the safety of the property of the booth vendor from theft or damage by fire, accident, vandalism or other causes.
9. You agree to abide by all of the rules and regulations of the Four States Entertainment Center. Each booth vendor agrees to hold harmless and indemnify the Four States Entertainment Center, Townsquare Media, and all of the sponsors and directors from responsibility, liability, damages, costs or attorney fees arising out of or incident to the use of booths during the event.
10. Vendor will, at its' own cost and expense, defend, indemnify and hold stations, facility, Townsquare Media Texarkana, Townsquare Media LLC and each of their respective subsidiaries, divisions, affiliates, employees and agents harmless from and against any and all claims, loss, damage, liability, cost or expense including reasonable attorney's fees in connection with any injury and/or death of any person or damage to or loss of any property arising out of any acts or omissions of vendor or its' agents, employees, representatives or subcontractors, whether or not such acts or omissions amount to negligence.

I UNDERSTAND AND AGREE TO THE BOOTH RULES AND GUIDELINES.

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Booth # _____

For office use only

**Four States Entertainment Center
Saturday, November 4, 2017 – 7am to 1pm**

Name _____ Business _____
Address _____
City _____ State _____ ZIP _____
Phone _____ Cell phone _____
Email _____

Individuals/ Yard/Garage Sellers:

**10x10 Booth - \$35 per space
of Spaces _____ Total Amount \$ _____**

**Dealers/Crafters/Antique/Flea Market/ Home Based/ Vendors: 10x10 booth - \$60 per space
of Spaces _____ Total Amount \$ _____**

Corner (limited quantity and availability):

**10x10 booth - \$100 per space
of Spaces _____ Total Amount \$ _____**

All vendors will receive 2 tags per booth purchased.

Extra tags are \$1.00 each

Extra Tags Needed ___ X \$1 = ___ GRAND TOTAL COLLECTED= \$ _____

Paid: Cash: _____ Check: _____ Credit/debit card: _____ Date/time: _____ By: _____

****Payment for all booths must be made in advance**
Deadline is November 2, 2017. NO REFUNDS**

By signing this booth application, you agree to all the terms outlined in the Vendor guidelines.

Vendor Signature

Date