

**VENDOR APPLICATION AND CONTRACT**  
**FIREWORK SHOW**  
**GILMER CIVIC CENTER**  
**July 3, 2024**

**DATE:** \_\_\_\_\_  
**VENDOR NAME:** \_\_\_\_\_  
**MAILING ADDRESS:** \_\_\_\_\_  
**PHONE NUMBER:** \_\_\_\_\_  
**EMAIL ADDRESS:** \_\_\_\_\_  
**TYPE OF MERCHANDISE** \_\_\_\_\_  
**TYPE OF FOOD** \_\_\_\_\_  
**FOOD VENDORS ARE REQUIRED TO GET A FOOD PERMIT AT THE CITY OF GILMER**

**COST: \$25 PER SPACE (UP TO 20 FT)                      \$10 ADDITIONAL (10 FT)**

**PAYMENT MADE TO: THE CITY OF GILMER, 110 BUFFALO STREET, GILMER TX. 75644  
(WALK IN OR MAIL) IN THE FORM OF A MONEY ORDER OR CALL (903) 843-2552 TO  
PAY WITH A CREDIT CARD (3.5% FEE)**

**SHOW RULES:**

- No guns, ammo, inappropriate material or animals on the grounds.
- Vendor spaces are reserved on a first-come, first-serve basis, once funds are received.
- Merchandise vendors are required to have a canopy tent.
- Food vendors are required to have a canopy over their food if no food truck present.
- Vendors may start loading in and setting up after 12:00 p.m. and will be allowed 45 minutes to have extra vehicles and/or trailers moved from vendor area to designated parking area unless there is prior approval by the Civic Center Director.
- Vendors must have their booths open from 7:00 p.m. through the entire show but may open any time after 2:00 p.m.
- Vendors must start shutting down by 10:00 p.m. (Property cleared by 11:00 p.m.)
- Vendors must maintain a clean area and make sure their space is clean upon leaving.
- Vendors must keep their items, signage, etc. in their designated space(s).

**THE GILMER CIVIC CENTER DIRECTOR RESERVES THE RIGHT TO DISALLOW OR REMOVE ANY MERCHANDISE DEEMED INAPPROPRIATE OR OFFENSIVE.**

**VENDOR INFORMATION**

- 1. Food vendors can participate who are licensed to sell food and have a City of Gilmer permit.
- 2. Questions regarding the collection and reporting of sales tax should be directed to the Comptroller's office at (800) 252-5555.

**IF OPENING TIME, SET UP TIME OR SHUT DOWN TIME CHANGES YOU WILL BE NOTIFIED TWO (2) WEEKS PRIOR TO THE EVENT. IN THE EVENT THE SHOW IS CANCELLED OR RESCHEDULED YOU WILL BE NOTIFIED AT THAT TIME AND REFUNDED YOUR VENDOR FEE.**

**VENDORS SHALL AGREE TO RELEASE AND HOLD HARMLESS, THE CITY OF GILMER, GILMER CIVIC CENTER AND ANY EMPLOYEES FROM ALL CLAIMS AND LIABILITY FOR DAMAGES TO ANY PERSON OR PROPERTY CAUSED BY ANY SOURCE WHATSOEVER.**

BY SIGNING BELOW, YOU STATE THAT YOU HAVE READ AND UNDERSTAND ALL OF THE ABOVE GUIDELINES, TERMS AND CONDITIONS.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
CITY OF GILMER

\_\_\_\_\_  
DATE

READ ALL GUIDELINES CAREFULLY. IF THERE IS SOMETHING YOU DO NOT UNDERSTAND, PLEASE CALL LISA AT 903-797-8888 OR TEXT 903-790-1258.