

# TEXARKANA'S LARGEST

**townsquare**  
media texarkana



**Four States Entertainment Center**

**Saturday, March 1st – 7am to 1pm**

**Vendor Check In / Set Up time is FRIDAY, February 28th from Noon to 7pm**

**Vendors not checked in by Friday at 7pm forfeit their booth- NO REFUNDS**

**Vendor tear down is Saturday March 1st from 1pm to 3pm- NO Exceptions!!**

Name \_\_\_\_\_

Business Name if applicable \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

**Individuals 10 x 10 Booth is reserved for Yard/Garage/Flea Market Vendors - \$30 per space**

**# of Spaces \_\_\_\_\_ Total Amount \$ \_\_\_\_\_**

**Dealer's 10 x 10 Booth is reserved for Crafters/Antique Dealers/Home Based Companies - \$60 per space**

**# of Spaces \_\_\_\_\_ Total Amount \$ \_\_\_\_\_**

**Restrictions do apply, some items may not be offered for sale. See guidelines page.**

**\*\*PAYMENT FOR ALL BOOTHS MUST BE MADE IN ADVANCE \*\***

**Deadline is February 27th, 2014 NO REFUNDS**

Please sign if you agree to all the terms outlined in this Vendor Request form.

\_\_\_\_\_  
**Client Signature**

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

**ALL VENDORS WILL RECEIVE 2 TAGS per contract. EXTRA TAGS ARE \$1 EACH**

**Extra Tags Needed \_\_\_\_\_ X \$1 = \_\_\_\_\_ GRAND TOTAL COLLECTED= \$ \_\_\_\_\_**

***\*\* Please sign the Rules, Regulations and Liabilities page and the Guidelines page.***

**Texarkana's Largest Garage Sale**  
**Four States Entertainment Center**  
**Saturday, March 1st 7am – 1pm**

**BOOTH RULES, REGULATIONS and LIABILITIES**

1. No person company or organization shall assign, sublet or share the booth without the consent of Townsquare Media.
2. No tables or chairs will be provided.
3. Booth vendors are not allowed to sell "ready to eat" foods or drinks for consumption during the event.
4. All reservations must be made in ADVANCE! NO SPACES rented Day of Event. No Refunds.
5. All booths must be operational no later than 30 minutes before the event starts.
6. All booth vendors are responsible for keeping their space clean during the show and for hauling boxes and excess trash out after the show. **Townsquare Media will fine vendors for excess trash and boxes. Will be subject not to be able to participate in future events if this ignored.**
7. **Each booth vendor is responsible for their own phone, modem, water and additional electric needs.**
8. Each booth vendor is responsible for having adequate financial change in his booth.
9. Each booth must be manned by at least one adult at all times and **an exhibit may not be removed or disassembled prior to closing of the show.** The only exception is if your booth is completely sold out of merchandise.
10. Booths may exhibit only what has been authorized. Townsquare Media reserves the right, with no liability for damage spoilage, or loss, to dismantle, dispose of, store and clear from premises any display materials, goods, property, or merchandise of a booth which has failed to comply with the rules.
11. Townsquare Media reserves the right to close any booth that does not fit into the general character of the event.
12. 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.
13. 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.
14. Attendees will be charged the following ticket prices: \$1 for adults and children 6 years and over.
15. **Vendor will, at it's 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 attorneys' 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 it's agents, employees, representatives or subcontractors, whether or not such acts or omissions amount to negligence.**

**Each Booth will receive 2 Vendor Tags per contract- NOT PER 10 x 10**

**EACH TAG OVER 2 is \$1 EACH**

**IF YOU LOSE YOUR TAGS- REPLACEMENT IS \$1 EACH.**

**NO REFUNDS**

**YOU MUST HAVE YOUR TAG ON DURING SET UP, THE EVENT, and TEAR DOWN.**

**TAGS WILL BE READY AT THE VENDOR CHECK IN BOOTH DAY OF SET UP.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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## GUIDELINES

**NO SALES OF THE FOLLOWING ITEMS WILL BE ALLOWED:**

ALCOHOL OR TOBACCO

FIREARMS or WEAPONS OF ANY KIND- Knives may be sold in a case.

ANIMALS, REPTILES, FISH or BIRDS

CHEMICALS-KEROSENE, GAS, MOTOR OILS, ANY FLAMABLE MATERIALS.

**ANY TYPE OF FOOD –The venue has an agreement with a 3<sup>rd</sup> party**

**ANY TYPES OF BEVERAGES – The venue has an agreement with a 3<sup>rd</sup> party**

PORNOGRAPHIC OR SUGGESTIVE MATERIALS

DISCRIMINATORY ITEMS OR INFORMATION

**PLEASE INITIAL STATING YOU UNDERSTAND -----**

### PUBLIC

WE WILL BE CHARGING A \$1 FEE AT THE DOOR FOR PERSONS 6yrs and UP.

**PLEASE INITIAL STATING YOU UNDERSTAND -----**

***PLEASE SIGN ACKNOWLEDGING FULL UNDERSTANDING OF THE REGULATIONS THAT HAVE BEEN OUTLINED IN THE ABOVE MENTIONED. PLEASE SIGN ACKNOWLEDGING THAT YOU TAKE FULL RESPONSIBILITY FOR YOUR SPACE AND ITS CONTENTS. TOWNSQUARE MEDIA HOLDS NO LIABILITY TO YOU, YOUR PARTICIPANTS OR YOUR CONTENTS.***

\_\_\_\_\_  
Signature

DATE\_\_\_\_\_

\_\_\_\_\_  
PRINTED NAME

**To Participate ... Completely fill out all 3 pages & Bring them with your payment to Townsquare Media 2324 Arkansas Blvd. Texarkana, AR**

If you have any questions email [lauren.ross@townsquaremedia.com](mailto:lauren.ross@townsquaremedia.com) or call 870-772-3771

