

# Glen Rose Annual Vendor Application 2025

Application is renewed annually for City Events ONLY

Date Submitted: \_\_\_\_\_

Business Name: \_\_\_\_\_

Booth Operator Name(s): \_\_\_\_\_

Phone # \_\_\_\_\_

Email: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

Instagram: \_\_\_\_\_ Facebook: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Booths are 12x12 - \$ \_\_\_\_\_ Fee may change based on the event. Number of booths needed: \_\_\_\_\_

Do you need a booth near another Vendor? If so, whom \_\_\_\_\_

Booths located near electrical are first come, first serve. Please circle if you will need electricity: YES NO

I authorize The City of Glen Rose to provide my contact information to anyone inquiring about my product/business after the festival. Please initial to confirm. \_\_\_\_\_

Percentage of homemade goods: \_\_\_\_\_ Percentage of commercial goods: \_\_\_\_\_

List all items below that you will display or sell during the festival. Only items listed and approved will be permitted to be sold. Please be specific.

---

---

---

---

Mail Application, Rules & Regulations Agreement and Payment to: City of Glen Rose  
PO Box 1949  
201 Vernon St.  
Glen Rose, TX 76043

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

# Glen Rose Annual Vendor Application 2025

Please print both pages, initial each line you have read and agree to each rule and/or regulation, sign the bottom of the second page, and mail the Rules & Regulations Agreement along with the Application. Thank you.

\_\_\_\_\_ COMMITMENT: Submitting your application and payment is your commitment to show.

\_\_\_\_\_ APPLICATIONS: Vendors will be notified that we have received the application AND acceptance of the application via email.

\_\_\_\_\_ CANCELTION: No refunds will be made for cancellations or removal for cause & your payment will be processed as a donation.

\_\_\_\_\_ WEATHER POLICY: Glen Rose Christmas Market is not responsible for adverse weather conditions, so there are NO REFUNDS FOR THIS REASON. The event will operate in varying weather conditions, and artists must be prepared for adverse weather. Depending on the severity of the weather forecast, The City of Glen Rose reserves the right to delay the event opening, close early, cancel the event, or postpone to another date for the safety of all involved. If any Market is delayed, canceled, or postponed due to weather, all artists will be notified via email with as much advanced notice as possible. We understand the time, effort and money required to participate in an event such as the and greatly appreciate your commitment. All decisions will be made considering the substantial investments made by participating artists, food vendors, sponsors, entertainers, venues and volunteers. We cannot stress this enough, so please keep your phone or other devices charged and handy so that you can monitor your email, beginning 72 hours prior to the Glen Rose Christmas Market and during the event. Artists with work especially vulnerable to weather must use their best judgment about the risks of participating in an outdoor event. If an artist should choose not to participate due to adverse weather conditions, we request that the artist notify management via email. Management will not be held responsible for any loss, damage or injury resulting from adverse weather conditions.

\_\_\_\_\_ SECURITY: Security by local law enforcement officers will be provided during this event.

\_\_\_\_\_ BOOTH & SPACE ASSIGNMENT: Vendors may request location placing but Event Staff will have the final say on the assignment. No last-minute "location swaps" will be allowed.

\_\_\_\_\_ BOOTH SPACES: 12' wide and 12' deep. All merchandise must fit inside your booth. You cannot set your chairs or extra merchandise on walkways behind or in front of your booth space.

\_\_\_\_\_ BOOTH APPEARANCE: This is extremely important to the quality of the festival and your business. Displays, tents, tables, etc. must be clean and in good repair. All boxes and extra merchandise must be stored out of sight and not behind your booth. No hay, grass, or other vegetation is allowed in booth areas.

\_\_\_\_\_ ACCESS TO ELECTRICITY IS NOT ALWAYS AVAILABLE. Vendors are responsible for their own city-approved generators, extension cords, and power strips if electricity is unavailable. Cords must be taped down or secured to avoid becoming a tripping hazard. ARTISTS & VENDORS ARE RESPONSIBLE FOR PROVIDING TENTS AND ALL DISPLAY ITEMS NEEDED. This includes tents, tables, chairs, lights, hanging surfaces, etc. We do not provide tents, tables, or chairs for artists or vendors. You will also be responsible for bringing your own lighting and extension cords.

\_\_\_\_\_ Tents must be anchored down with weights. No stakes will be allowed.

\_\_\_\_\_ MUSIC: The ONLY authorized music is from the bands hired by the City of Glen Rose on or near the Square. Using music speakers, sound machines, etc. in the vendor booth area is strictly prohibited.

\_\_\_\_\_ ARTISTS & VENDORS ARE RESPONSIBLE FOR THEIR GOODS AND MERCHANDISE: Vendor should maintain proper Insurance coverage over merchandise and booth display/ equipment. The City of Glen Rose and the Glen Rose Christmas Market is not responsible for damage to or loss of personal property or personal injury of the vendor's booth and/or personnel.

\_\_\_\_\_ SALES TAX: Texas sales tax collection and payment are the vendor's responsibility.

\_\_\_\_\_ CLEAN-UP: Each vendor is responsible for cleaning up his or her booth space after the Festival. All trash, tape, etc. must be removed. Failure to do so will result in a \$50 fine and possible removal from future events.

\_\_\_\_\_ VENDOR VEHICLES: Vehicles will be allowed in the festival area during set unloading times before the show and set loading times after the show. No vehicles allowed during closed hours.

\_\_\_\_\_ HOURS OF OPERATION: Vendors are required to remain open during the advertised hours and not to begin to pack up or close before 4 PM on Saturday, December 14th.

\_\_\_\_\_ COMPLIANCE: Glen Rose Christmas Market representatives will review all booths on the first day of the event. We reserve the right to require the removal of work that does not comply with festival rules or is not included on your application. Violation of agreement will result in not being accepted to participate in future events. Release and Acknowledgement I hereby agree to abide by the rules and regulations as set forth within and such rules as may be established by this application. I hereby release The City of Glen Rose and Glen Rose Christmas Market from any responsibility or liability for loss, claims, damages, theft, injury, or accident. It is further agreed that this applicant shall maintain his/her space, merchandise, activities and business practices in compliance with the laws of the State of Texas and the City Ordinances of Glen Rose & Somervell County. Applicant understands that violation of noncompliance of it may result in immediate expulsion of application and his/her exhibit from the Festival.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

E-mail: \_\_\_\_\_