



Presents

The 9th Annual - Miracle on Morton Street
Saturday, December 3, 2011
Noon until 8 PM

Vendor Application & Contract

Company _____

Contact Person _____

Address _____

City State Zip _____

Phone _____ Cell _____

Event Emergency Phone _____

Email _____

See contract for terms and conditions. Only items approved below by Historic Richmond Association (HRA) may be sold or displayed. HRA reserves the right to refuse sale or display by vendor of any product, or service for any reason whatsoever. HRA reserves the right to make changes in location assignment at any time before or during the event if, in their discretion, it is in the best interest of the event to do so.

Booth Rate - 10' x 10' Space Booth - With Electricity \$70.00 Electrical Amps needed: _____

Number of spaces: _____ x _____ \$70 = TOTAL: \$_____ Deadline: November 19, 2011 - call for extension date.

FULL PAYMENT REQUIRED WITH APPLICATION AND SIGNED CONTRACT
Check Payable to: Historic Richmond Association

Product(s) Sold _____

Each space is 10'x 10'. Vendors MUST provide a canopy/tent for their space. No furnishings will be provided.

COMPLETED BY EXHIBITOR: Application for the above space is submitted in accordance with the terms and conditions on the face and second page of this contract. Application must be filled in completely.

Authorized Vendor Signature _____

Date _____

Mail or drop off completed Forms (Completed Vendor Application & Signed Contract) and Check
Historic Richmond Association 310 Morton Street, Suite 174, Richmond Texas 77469
Contact Demi Northcutt 713-416-9016 Vendor Coordinator - thedemster@sbcglobal.net

Miracle on Morton Street

Saturday, December 3, 2011

Noon until 8 PM

Historic Downtown Richmond between 2nd and 6th streets/ Calhoun & Jackson St.

EVENT CONTRACT FOR EXHIBIT SPACE

THIS AGREEMENT is between the Historic Richmond Association (hereinafter referred to as **HRA**) and the Exhibiting Company (hereinafter referred to as **VENDOR**).

- 1) All decisions for space assignment will be at the sole discretion of the HRA event planners.
- 2) All booths must be self-supporting. Booth cover is required. Vendor **MUST** provide its own canopy/tent.
- 3) All booth set up begins at 8 AM with all cars removed by 10:30 AM.
No booth taken down before 8 PM is permitted.
- 4) Booth size will be approx. 10' x10'. Booth - With Electricity \$70.00.
- 5) One (1) power outlet will be provided for each paid electrical booth. All vendors must provide their own extension cords.
- 6) **No generators or space heaters permitted.** NO EXCEPTIONS
- 7) HRA reserves the right to terminate the contract of any exhibitor who does not comply with the term of the Contract Agreement.
- 8) If you are selling food products, you must have a vendor's Food Permit. It is available from the Richmond Fire Department at least a day before the festival. Food booths will be inspected the day of the event by the City Health Department.
- 9) Booth confirmation will be via phone or e-mail.
- 10) Rain or shine the show will go on. No Refunds.

LIABILITY WAIVER:

HRA, the EVENT, the City of Richmond, sponsors, and their representatives, shall not be liable in any way for loss or damage resulting from theft, accident, acts of God, or forces of nature to booth canopy, merchandise or fixtures. This includes move-in, set-up, show hours, breakdown and any other time exhibitors are on the Miracle on Morton Street event grounds. HRA, the EVENT, the City of Richmond, sponsors, and their representatives, shall not be held liable for any or all injuries to exhibitors during this event.

Authorized Vendor Signature _____ Date _____
Event Emergency Phone _____

Deadline: November 19, 2011 – call for extension date

Mail Completed Forms (Completed Vendor Application & Signed Contract) and Check
Historic Richmond Association 310 Morton Street, Suite 174, Richmond Texas 77469
Contact Demi Northcutt – 713-416-9016 – Vendor Coordinator - thedemster@sbcglobal.net
Lorraine Appello – 832-573-2958 event manager – info@miracleonmortonstreet.com