



47th MLK, Jr Candlelight Vigil & Driven by Unity: A Tribute to Dr. King Festival & Car Showcase Sat., April 5, 2025;

**Noon – 5:00 PM - Festival; 5:00 - 6:30 PM – Candlelight Vigil
MacGregor Park, 5225 Calhoun Road, Houston, TX 77021**

We invite you to be part of an incredible community event that celebrates Dr. Martin Luther King Jr.'s legacy and supports the future of our youth. The **"Driven by Unity: A Tribute to Dr. King"** car show brings together all types and models of cars for a day of fun, unity, and purpose. We will have vendor booths, food trucks, and gifts for children while supplies last.

In addition to the Festival and Car Show, this day commemorates the life and legacy of Dr. Martin Luther King Jr. with a Candlelight Vigil. The Vigil will take place in the Park's MLK Plaza. This is one of the few dedicated spaces in the nation that stands as both a treasured community landmark and a must-see tourist destination. This plaza honors Dr. King's lasting contributions to peace, justice, equality, human dignity, and education. It serves as a testament to the ideals for which he fought.

APPLY FOR THIS FESTIVAL

The 4-page Application is included in this packet.
or download application & pay online or view our schedule at

<https://ewmediagroup.com/Applications>

Vendor Management by EWMedia Group

6606 FM 1488, Ste 148-116, Magnolia, TX 77354

832-413-2217, 866-875-8960 - Toll-Free Phone/FAX

don@ewmediagroup.com * www.ewmediagroup.com

Application begins on page 3...

I WANT TO PARTICIPATE; WHAT MUST I DO?

THE APPLICATION Your signature is needed on each page of the application which is in PDF format. It is also available in MSWord format on request.

ONLINE LINKS TO THIS FESTIVAL APPLICATION:

1. Links to Vendor Packet for this Festival:
<https://ewmediagroup.com/applications/>

TO PAY FOR THIS FESTIVAL, you can pay with a cash, check, money order, Paypal, Venmo & Zelle (call for details).

If you would like to charge it to a credit card, please:

1. after you download & fill out the application;
2. go to <https://www.ewmediagroup.com/Payments> and make your payment; NOTE: The form you fill out online to use your card is not the Festival's application.

TO SUBMIT THE APPLICATION, you can

1. scan & email it to don@ewmediagroup.com;
2. FAX it to me toll-free at 866-875-8960 – no cover page needed;
3. snail-mail it to me:
EWMedia, 6606 FM 1488, #148-116, Magnolia, TX 77354.

If you do snail mail it to me please call me and let me know

WHAT HAPPENS NEXT?

The website will send you a receipt immediately upon payment. We will send you another receipt before the Festival to make sure we are on the same page as far as what you are ordering and what you have paid.

LOAD-IN INFORMATION

On the Wednesday evening before the Festival, I will email you load-in information. Although there is general load-in information in the vendor packet, this information may be superseded by the load-in information you get the week of the Festival.

QUESTIONS - Please call or email if you have questions.

Application begins on next page...

**47th MLK, Jr Candlelight Vigil & Driven by Unity
A Tribute to Dr. King Festival & Car Showcase
Sat., April 5, 2025; Noon – 6:30 PM**

MacGregor Park, 5225 Calhoun Road, Houston, TX 77021

Don Schwarzkopf, 832-413-2217 * 866-875-8960 - toll-free phone/fax * don@ewmediagroup.com

Company: _____ Contact Name: _____

Business Phone: _____ Home: _____ Alternate: _____

Fax: _____ Email: _____ Web: _____

Address: _____ City _____ State _____ Zip _____

A.) Are you a **Tent, Truck** or **Trailer**? _____ B. **Size** (length of footprint (include hitch)) _____ ft

C.) What do you cook with? _____ Propane _____ Electric _____ Wood/Coal

D. **Items You Sell:** _____

1-DAY FEE – the application can be paid for @ <https://ewmediagroup.com/payments/>

List Your Fees	Booth Sizes / Prices		Type of Booth/Service
	10'X10'	10'X20'	
	\$80	\$120	COMMERCIAL see Page #3, #21 for larger booth sizes
	\$35	\$55	ARTS & CRAFTS
	\$50	\$75	MERCHANDISE / NON-FOOD SALES
	\$20	N/A	NONPROFIT (501(c)(3)) (Sales) (Submit LOD) (Limit 2)
	\$75	\$95	FOOD - limit of 3 pre-approved entrees – see p 2, #8-10
	\$75	\$95	FOOD TRUCKS - limit of 3 pre-approved items – p 2, #8-10
	\$50	\$75	DESSERT / SPECIALTY -- see p 2, #8-10
\$	TOTAL		

APPLICATION & PAYMENT: Make checks & money orders payable to: **EWMedia**

- After 2/1/2025 – No Checks - only credit cards, cash, cashier's checks, money orders, Zelle, Venmo & PayPal are accepted.**
- Online registration & credit card payments: www.ewmediagroup.com**
- Include deposit & late fee with payment along with:**

A	a. Application & - sign all pages	due 3/29/2025
P	b. Payment	due 3/29/2025
P	c. List of items you sell & working staff	due 3/29/2025
L	d. Food Vendors Insurance Binder (see #9)	due 3/29/2025
Y	e. Submit Permit / Receipt or your Medallion photo	due 3/29/2025

RELEASE: Applicant's signature on this application releases and forever discharges the MLK, Jr Candlelight Vigil & Driven by Unity A Tribute to Dr. King Festival & Car Showcase (Vigil), the Black Heritage Society, The City of Houston, EWMedia, all sponsoring organizations, their elected officials, directors, employees, and volunteers from any responsibility, personal liability, or claims of loss or damage arising out of, or in conjunction with participation in (Vigil). Vigil is not responsible for any injury sustained by exhibitors, patrons or guests. Applicant stores and exhibits, their goods at their own risk. In addition, I/we have read and agree to abide by all festival regulations stated in this packet or risk removal from Festival site without refund. I understand that EWMedia contracts with the Festival to provide vendor management services only and does not retain any vendor funds.

Print Name _____ **Signature** _____ **Date:** _____, 2025

1. **CONFIRMATION AND BOOTH ASSIGNMENT:** Booth space is limited and vendors are selected on first-come/first-serve basis. Acceptance and booth location are determined by the date application and full payment is made or postmarked. We will send a payment receipt immediately and a load-in information packet approximately 3-days before the Festival.
2. **BOOTHS:** We rent space only, no equipment Spaces are 10'x10' or 10'x20' (see #20 for larger sizes).
3. **SALES / SUBLEASING:** Sales must take place within your booth space. No subleasing of booths allowed. Festival only provides the space; Vendors must provide their own booths, tents, tables, chairs, etc.
4. **EQUIPMENT RENTAL:** Festival is not renting equipment. For referrals, contact us.
5. **EXCLUSIVITY** – Types of merchandise sold must be included in the application and approved by the festival. For an exclusive on any product call 832-413-2217 or email don@ewmediagroup.com
6. **ELECTRICITY:** You must provide your own.
7. **PROPANE:** Cannot be used at this Festival.
8. **FOOD VENDORS:** Vendors may sell **3 pre-approved entrees plus beverages. Food Vendors must have a Temporary Health Permit** - 832-393-5100; chs@houstontx.gov
Application & instructions: <https://tinyurl.com/HouFoodPerm>. Fill out the application online, 1.) the Department will invoice you, 2.) pay online. 3.) **submit receipt or Permit** from the Health Dept. to me. If you are a **food truck with Medallion submit a copy of the medallion and/or to me.** You must have a **Fire Extinguisher** (Rated 2-A, 10-B:C or better or Rated K if cooking in oil) with **current inspection sticker.** Fire Marshal will inspect booths. **Gray Water & Cooking Oil:** are vendor responsibilities and must be carried away from the site by vendor for disposal.
9. **REQUIRED FOOD VENDOR INSURANCE:** We require that you have a \$1 million per occurrence, \$2 million aggregate liability policy naming **the MLK, Jr Candlelight Vigil & Driven by Unity A Tribute to Dr. King Festival & Car Showcase (Vigil), the Black Heritage Society, The City of Houston and EWMedia, as ADDITIONAL INSURED.** **You must submit the binder listing the Additional Insured to me by 3/29/2025. No binders accepted the week of the Festival. Call if you need help with this.**
10. **WASTE DISPOSAL:** it is responsibility of each vendor to keep the booth and the surrounding area clean. Vendors must provide their own garbage receptacles and garbage bags. **Double-bag food waste.** Vendors failing to abide by waste disposal guidelines will not be invited back.
11. **EVENT DAY SETUP:** Vendors will not set up until fees are paid. **Vendor Check-in** will begin Sat, 4/5/2025. You will be assigned to one of 3 load-in times. The **Day-of Information Packet** you receive 3 days before the Festival will give you specific instructions. You may not be able to pull up to your booth, so **bring a dolly.** Bring your receipt as only paid vendors will be allowed into the unloading area. Vendors who have not pre-applied and paid are not guaranteed space. **Vehicles:** Not allowed on festival grounds. after 11:30 AM. Vendors requiring restocking of supplies may re-enter the festival with a dolly. **Parking: Free** parking is available. There is extensive parking close to the festival site. More info? See **Day-Of Info Packet. Business Hours:** Vendors must be ready for business by 11:00AM Sat. **Tear Down** may not begin until after 5:00 PM when police signal attendees have left the Festival grounds.
12. **BEVERAGE SALES:** Food Vendors may sell non-alcoholic beverages at this Festival.
13. **PROHIBITED:** Vendors may not sell drug paraphernalia, guns & weapons or fireworks. No Glass.

Print Name_____ **Signature**_____ **Date:** _____, 2025

14. **SALES TAX:** Houston's Sales Tax Rate is 8.25% It is the vendor's responsibility to adhere to city and state tax guidelines in the collection and payment of sales tax. Texas Sales Tax Info Line is: 800-252-5555
15. **ONLY ITEMS** listed in your application and approved by the festival may be sold.
16. **SECURITY:** The site is fenced & the Festival has security. Vendors are solely responsible for the security of their cash, coupons, equipment, goods, inventory, supplies or any other property.
17. **FESTIVAL GUIDELINES** will be strictly monitored. If violations occur, two warnings will be issued. Additional violations will result in removal from the Festival site by Police without refund.
18. **SOUND LEVELS:** Vendors may not play their own music at this event.
19. **ACTS OF GOD:** The festival producers, promoters, sponsors, staff/employees, volunteers, etc. are in no way responsible or liable for personal adversity or acts of God.
20. **RAIN OUT POLICY:** If a date is cancelled due to rain, technical problems or any other act of God beyond the control of the festival the following shall apply: If a rain date for the Festival is scheduled, Vendor may set up and the basic booth fee only will be waived. Other fees will still apply.
21. **OVERSIZE COMMERCIAL** – Internal volumes greater than 10'x20'
Price Quote: 832-413-2217. Tents larger than 1200 sq. ft. require the presence of a Fire Marshal, fire extinguishers and signage. This will add additional cost. Contact don@ewmediagroup.com for assistance and sourcing of these tents.
22. **LODGING:** Festival vendors, employees, contractors & attendees seeking discounted rates at local hotels / motels can contact Dee at Deech Global Travel @ 225-747-0057 deechgtt@gmail.com.
NOTE: To get these discounts, you must go through the agency, they are not available if you contact the hotel / motel directly. We work with Dee on all of our festivals.

ELECTRICAL INFORMATION

- A. **ELECTRICITY:** We do not provide.
- B. **GENERATORS** are allowed.

Print Name _____ Signature _____ Date: _____, 2025