



6th Houston Reggae Fest

**Sat. & Sun., Aug. 12 - 13, 2023; 1:00 - 10:00PM each day
Hermann Square Park (in front of Houston's City Hall)
& Tranquility Park; 900 Smith, Houston, Texas 77002**

We are excited to invite you to participate in the 2023 Houston Reggae Fest! Our 6th year will welcome new experiences for all to enjoy. In 2023, we've added a second park that will be home to two stage areas. Vendors will be allowed to occupy both parks in 2023!

Our vendor team has created an enhanced vendor experience that will allow you to enter our festival with ease, as well as enhance your brand and meet new customers. As always our goal is to bring you above average profits through social media marketing, high foot traffic and highly anticipated performances. The expanded footprint will allow all vendors to get heavy foot traffic throughout the day!

Registration is easy as always!

- Select your vendor type
- Complete required information
- Make payment

VENDOR TYPES

Hermann Square Park Vendors (HSP) Vendors will be provided with tents, power and lighting during the festival. They will be set up in the park around Hermann Square. Food and Dessert vendors are not allowed in Hermann Square Park.

Tranquility Park Vendors (TP) Vendors will be required to bring their own tents and power. Tranquility will host our second stage area and our Rum Island drink area. Creating an intimate experience for festival goers.

Street Vendors (SV) Street vendors must bring their own tent and will be placed on one of the two streets blocked off during the festival. Both entry gates are located on each street.

DEADLINES

We encourage all vendors to register before the stated deadlines. There will be a price increase of \$75 after the 1st deadline. We will not accept any vendors after July 1st

**The 4-page Vendor Application is included in this packet. View
 Schedule, Download App. & fill-out; Pay Online:
<https://ewmediagroup.com>
 Click on “Applications Tab,” then on the name of the Festival**

Vendor Management by EWMedia Group
 832-413-2217, 866-875-8960 - Toll-Free Phone/FAX
don@ewmediagroup.com * www.ewmediagroup.com

Application begins on Page 3 of 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/>

Note: this application cannot be filled out online, it must be downloaded first

TO PAY FOR THIS MARKET, you can pay with a cash or a money order, Zelle or PayPal..

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

- 1. download & fill out the application;
- 2. go to our website, <https://www.ewmediagroup.com/Payments> and make your payment; NOTE: The form you fill out online is not the 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 Market 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 Thursday morning before the Festival, I will email you load-in information. Although there is general load-in information in the vendor packet, this information is superseded by the load-in information you get the week of the Festival.

LODGING: Festival Vendors, employees, contractors & attendees seeking discounted rates at local hotels can contact Dee at Deech Global Travel @ 225-747-0057 deechgtt@gmail.com

QUESTIONS

We would appreciate you sharing any Festival publicity you receive with your own mailing list. Please call or email if you have questions

A	1. Application & payment - sign all pages	due 7/1/2022
P	2. Payment	due 7/1/2022
P	3. List of items you sell	due 7/1/2022
L	4 List of personnel	due 7/1/2022
Y	5. Food Vendors Insurance Binder	due 7/1/2022

6th Houston Reggae Fest – Vendor Application

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Contact: Don Schwarzkopf, 832-413-2217 * 866-875-8960 * don@ewmediagroup.com

Company: _____ Contact Name: _____

Business Phone _____ Home: _____ Alternate: _____

Fax: _____ Email: _____ Web: _____

Address: _____ City _____ State _____ Zip _____

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

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

D. Items You Sell dresses, bags blankets, and bracelets _____

VENDOR TYPES

Hermann Square Park Vendors – Sold Out

Tranquility Park Vendors - Vendors will be required to bring their own tents and power. Tranquility will host our second stage area and our Rum Island drink area. Creating an intimate experience for festival goers.

Street Vendors - Street vendors may bring their own tent and will be placed on one of the two streets blocked off during the festival. Both entry gates are located on each street.

2-DAY BOOTH RENTAL FEES Download app. & pay @ www.ewmediagroup.com

List Your Fees Below	Space	TYPE OF BOOTH - Space Rental only - No Tents Provided)
	10X10	
Sold Out	X	HERMANN SQUARE – All Booths
	231.15	TR. PARK - ARTS & CRAFTS
	666.44	TR. PARK - MERCHANDISE VENDOR - Includes Tent, Power & Lighting
	444.90	STREET - CBD VENDOR
	372.59	TR. PARK - DESSERT VENDOR
	555.77	TR. PARK - FOOD VENDOR
	500.33	TR. PARK - BEVERAGE VENDOR- Includes Tent, Power & Lighting CANNOT SELL: Alcohol, Water, ONLY Juice or Unique Beverages
	306.31	STREET - ARTS & CRAFTS
	417.19	STREET - MERCHANDISE VENDOR
	319.59	STREET - DESSERT VENDOR
	528.06	STREET - CBD VENDOR
	583.50	STREET - BEVERAGE VENDOR - CANNOT SELL: Water, Beer, Wine or Liquor. MUST BE Juice or Unique Beverages
	694.37	STREET - FOOD VENDOR
	611.21	FOOD TRUCK - Located on Walker or McKinney Streets
	999.26	CORPORATE VENDOR
	195.44	EXTRA 10'X10' SPACE - For vendors who've already purchased space
	TOTAL	NOTE: Prices include credit card fees / No refunds on this Festival

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

1 After 7/1/2022 - only credit cards, cash, cashier's checks or money orders accepted.

2. Online registration & credit card payments may be made at: www.ewmediagroup.com/Payments

RELEASE: Applicant's signature on this application releases and forever discharges the Houston Reggae Fest, 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 the Houston Reggae Fest. The Festival is not responsible for any injury sustained by exhibitors, patrons or guests. Applicant stores and exhibits, their goods at their own risk. I understand EWMedia is licensed by the Houston Reggae Festival to provide vendor management services only and does not retain any vendor funds. 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.

Print Name _____ Signature _____ Date: _____, 2023