



6th Woodlands Margarita Festival

Sat. Sept. 30, 2023; 2:00 PM until 8:30 PM

Town Green Park, 2099 Lake Robbins Dr., The Woodlands, 77380

The Woodlands, Texas – The region’s best margaritas are returning to The Woodlands and we want you there. This year’s **6th Woodlands Margarita Festival** takes place in **The Woodland’s Town Green Park** from **2:00 PM until 8:30 PM on Sat. Sept. 30, 2023.**

Also, this Festival is produced by one of the most effective promoters we work with. This festival and the **Houston Margarita Festival** are both well attended due to the high-quality presentation, marketing, and advertising he utilizes.

The crown jewel of The Woodlands Margarita Festival is the multitude of margarita flavors available for your indulgence. Served frozen and on the rocks and mixed with 100% agave tequilas, the sampling tour of flavors is a taste paradise for margarita drinkers. The **18 Featured Margaritas** this year include: strawberry hill margarita / lime time margarita / grapefruit groupie margarita / lots of chocolate margarita / peach mango margarita / Bourbon street hurricane margarita / grrrrrape! / raspberry margarita / apple cucumber margarita / green apple margarita / pumpkin spice margarita & coconut margarita.

Onstage entertainment will feature regional entertainment to be announced soon. Fans will also find a variety of vendors along with some of the best foods from this region. Because the vendors offer a variety of food and beverage options for sale at the venue, no food, beverages, or glass containers will be allowed into the Festival.

Other festivals by the same promoter: **12th Houston Margarita Festival – Sat. Nov 18, 2023**

APPLY FOR THIS FESTIVAL

The 3-page **Vendor Application** is included in this packet.

Apply online or view a schedule of upcoming festivals:

Download App. or Apply Online: www.ewmediagroup.com

Click on “Applications Tab,” then on the name of the Festival

Application begins on next page...

6th Woodlands Margarita Festival - Vendor Application

Saturday, Sept. 30, 2023; 2:00 PM until 8:30 PM

Town Green Park - 2099 Lake Robbins Dr., The Woodlands, 77380

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 a Tent, or Trailer? _____ B. Size (length of your footprint (include hitch) _____ feet

C.) What fuel do you cook with? 1. Propane _____ 2. Electric _____ 3. Wood/Coal _____

D.) Items You Sell: _____

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

LIST & Add Your Fees	Rental Space Sizes			Type of Booth/Service
	10x10	10x15*	10x20	WHITE TENTS ARE REQUIRED
	\$180	\$220	\$290	ARTS & CRAFTS / NON-FOOD SALES
	\$135	\$165	N/A	Pre-Approved JURIED ARTS & CRAFTS – see page 2, #7
	T.B.A.	T.B.A.	T.B.A.	ELECTRICITY (1 circuit - see page 3, #22 - #27)
	\$388	\$485	\$510	FOOD - limit of 3 pre-approved items - NO BEVERAGES
	N/A	N/A	N/A	NO FOOD TRUCKS ALLOWED - Due to no access to Park
	\$260	\$3500	N/A	DESSERT / SPECIALTY (TENTS & Trailers Only)
	\$25	\$25	\$25	LATE FEE – Payments received after 9/1/2023
	NOTE #1 – Posted Prices includes a 3.5% credit card fee. Money Order Payments will be refunded			
\$	TOTAL FEES	NOTE #2 - * 5 exterior feet creates 2 selling sides - see Page 2 #2		

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

1. After 9/1/2023 - only credit cards, cash, cashier's checks or money orders accepted.
2. Online registration & credit card payments may be made at: www.ewmediagroup.com
3. Include late fee if applicable with payment along with:

A	a. Application - sign all pages	due 9/12/2023
P	b. Payment	due 9/12/2023
P	c. List of items you sell	due 9/12/2023
L	d. List personnel	due 9/12/2023
Y	e. Food Vendors – Submit Insurance Binder	due 9/12/2023

Mail Application & Payment To: EWMedia 6606 FM 1488, Ste 148-116, Magnolia, TX 77354

RELEASE: Applicant's signature on this application releases and forever discharges The Woodlands Margarita Festival, The Woodlands Township, 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 Woodlands Margarita Festival. 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 that EWMedia contracts with the 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

WMF-23 VENDOR AGREEMENT – GUIDELINES Packet - Page 3 of 4 / Application - Page 2 of 3

1. **CONFIRMATION AND BOOTH ASSIGNMENT:** Booth space (No tents provided) is limited and vendors are selected on a first-come/first-serve basis. Acceptance and booth location are determined by the date application and full payments are postmarked. **What happens after I submit my Application?** We will send a payment receipt immediately and email a load-in information packet on the Thurs morning before the Festival.
2. **BOOTH SPACE: White tents are required.** Spaces are 10'x10' or 10'x20' (see #22 for larger sizes). For an additional fee, you may rent 5 feet of additional space external to your booth, allowing you to sell out of 2 sides of your booth. See the 10'x15' column on the Rental Fee chart on the first page of this application. **Vendors must provide their own tents, tables, chairs, etc.**
3. **SALES / SUBLEASING:** Sales must take place within your booth space. No subleasing of booths allowed. Festival only provides the space, not the tent & tables & chairs.
4. **EQUIPMENT RENTAL:** The Festival is not renting equipment. For suggestions, contact us.
5. **EXCLUSIVITY** – Types of merchandise sold must be listed in application and approved by festival. For an exclusive on any product call 832-413-2217 or email don@ewmediagroup.com
6. **LATE FEES** - Applications paid after 7/12/2023 incur a \$25 late fee.
7. **JURIED ARTS & CRAFTS** – Pre-approval required. Please find information/requirements at <https://ewmediagroup.com/juried-arts-crafts-program/>.
8. **ACCESS RESTRICTIONS TO TOWN GREEN PARK:** To enter the park, all vehicles must be less than 10 ft. high to pass underneath the Trolley bridge. **Vehicles taller than 10 ft. will not be permitted to enter** the Trolley Path. The Montgomery County Library parking lot is no longer an option for load-in.
9. **FOOD VENDORS:** Vendors may sell **3 pre-approved entrees, NO BEVERAGES – Temporary Health Permit** - Montgomery County Environmental Health Services, 501 N Thompson St #101, Conroe, TX 77301; 936-539-7839; <http://tinyurl.com/laxcyn>. **Options:** 1. if you apply early enough you can secure your permit by mail. 2. We will arrange to pick up your permit **for a fee**, call 832-413-2217 for info. **Propane** is allowed – no charge. Vendors must have a **Fire Extinguisher** (Rated 2-A,10-B:C) or better or Rated K if cooking in oil) with a **current inspection sticker**. Fire Marshal will inspect booths.
10. **REQUIRED FOOD VENDOR INSURANCE: submit insurance binder (COI) by 9/15/2023.** **NOTE: vendors failing to submit by 9/15/23 will be removed and your fees will be partially refunded.** **Coverage:** you must have a minimum \$1 million per occurrence, \$2 million general aggregate liability insurance. **Additional Insured:** Submit a binder (COI) naming **The Woodlands Margarita Festival, The Woodlands Township & EWMedia as Additional Insured. Do not submit without these entities listed.**
11. **WASTE DISPOSAL:** Gray Water & Grease disposal are vendor responsibilities. Vendors must also keep their booth and the surrounding area clean by providing their own garbage receptacles and garbage bags. **Double-bag food waste and throw it in the dumpster** Festival provides. Vendors failing to abide by waste disposal guidelines will not be invited to future Festivals.
12. **EVENT DAY SETUP:** Vendors may not set up until fees are paid. **Vendor Check-in** will begin Sat, 7/29/23. You will be assigned to one of 3 load-in times. The **Day-of Information Packet** you receive Thurs. AM before the Festival will give you specific instructions that **supersede** this information. You may not be able to pull up to your booth, so bring a dolly. Bring your receipt, only paid vendors are allowed to setup. Vendors who have not pre-paid are not guaranteed space. **Vehicles:** May not allowed on festival grounds. Vendors requiring restocking of supplies may re-enter the festival with a dolly. **Parking:** Will cost you \$10 at the lots closest to the Festival. There is plenty of free parking a short distance away and a map will be in the Day-of Info Packet. **Business Hours:** Vendors must be ready for business by 1:00 PM. **Tear Down** may not begin until after 8:30 PM. when police signal the all-clear.
13. **BEVERAGE SALES:** Vendors **may not** sell any type of beverage.
14. **PROHIBITED:** Vendors may not sell drug paraphernalia, guns, fireworks, weapons, apparel displaying profanity or sexually explicit items.
15. **SALES TAX:** It is the vendor's responsibility to adhere to city and state tax guidelines in the collection and payment of sales tax. The Texas Sales Tax Info Line is: 800-252-5555
16. **ONLY ITEMS** listed in your vendor application and approved by the festival may be sold.
17. **SECURITY:** The site is fenced & the Festival has security, however, vendors are solely responsible for the security of their cash, coupons, equipment, goods, inventory, supplies & any other property.
18. **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.

Print Name _____ Signature _____ Date: _____, 2023

- 19. **SOUND LEVELS:** Vendors may not play their own music at this event.
- 20. **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.
- 21. **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.
- 22. **LODGING:** Festival Vendors, employees, contractors & attendees seeking discounted rates at local venues can contact Dee at Deech Global Travel @ 225-747-0057 deechgtt@gmail.com
- 23. **OVERSIZE COMMERCIAL** – Booths with an internal volume greater than 10’ x 20’ shall include a 5 foot external to tent perimeter on one of the 2 sides adjacent to the front of the booth. Tents larger than 1200 sq. ft. may require Permits, the presence of a Fire Marshal, fire extinguishers and signage. **Pricing:** (tent not provided) Contact don@ewmediagroup.com for assistance, permits, pricing and sourcing of these tents.
- 24. **ELECTRICITY:** *The following lists our basic electrical policies. If you want electric from us, send me a note ASAP so we can provide the proper generators.*
We provide (1) circuit for TBA. Vendors must provide their own lighting fixtures and enough grounded heavy-duty outdoor cable (100 ft.) to reach service. No light-duty cords.
- 25. **GENERATORS Traditional generators are not allowed.** If you have an **inverter** type of generator (i.e. Honda Quiet Generator) an exception may be possible. **Battery sound boxes** may also be allowed. **Prior approval required for both.** Contact don@ewmediagroup.com, with Pictures. Make & Model.
- 26. **30 OR 50 AMP CONNECTION: If needed you must provide us with pictures of your plug. Label your electrical equipment, including cables to prevent confusion with the electrical contractor’s equipment.**
- 27. **ELECTRICAL NEEDS WORKSHEET:** Vendors whose electrical needs exceed that of basic lighting must submit this information for each piece of equipment. If you do not complete this form, we cannot incorporate your needs into the electrical design plot of the Festival. Your booth will not be supplied with electricity. An electrician may be available (at your expense) on-site during the Festival if you have a Problem with your equipment. Vendor coordinator **must** be notified 1 week in advance of your needs.

_____ **Total pieces of electrical equipment you use.** (Example: fryers, warmers, heat lamps, etc....)
List each piece of equipment: *The amps, watts, and volts are stamped on the name plate on each piece of electrical equipment. Each major appliance, cooler, grill, deep fat fryer, etc. must have its own circuit.*

- 1. Type of Equipment: _____
Voltage _____ Amps _____ Watts _____ Phase _____
- 2. Type of Equipment: _____
Voltage _____ Amps _____ Watts _____ Phase _____
- 3. Type of Equipment: _____
Voltage _____ Amps _____ Watts _____ Phase _____

28. Electrical Pricing

- \$ TBA - 20-amp, 110-volt circuit - Vendor must have 100' cable or more to reach power supply
- \$ TBA - 30-amp, 208 volt circuit - Vendor must have 150' cable or more to reach power supply
- \$ TBA - 50-amp, 208 volt circuit - Vendor must have 150' cable or more to reach power supply

Print Name _____ **Signature** _____ **Date:** _____, 2023