



1200 S. Commerce Street, Overton, Texas 75684  
903.834.3145 ext. 229 voice★903.834.3216 fax  
Email: [Fireworks@cityofoverton.com](mailto:Fireworks@cityofoverton.com)

**PLEASE CHECK IN AT THE CORNER OF LAKESHORE DRIVE @ PD Booth  
FIREWORKS IN THE PARK  
BOOTH REGISTRATION FORM  
JULY 4, 2019 3:00 to 9:00 PM**

(Start setting up at 3:00 p.m. AFTER checking in at the City registration booth)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

EMAIL AND/OR WEBSITE: \_\_\_\_\_

PHONE # (BEST # TO USE): \_\_\_\_\_

**TYPE OF BOOTH REQUESTED**

- Vendor Booth (No water or electric) \$20.00
- Vendor Booth (with water) \$25.00
- Vendor Booth (with water & electric) \$30.00  
(limited space first come first serve)

Items to be Sold
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**\$10 Late registration fee for all vendor booth applications received after 5 p.m., June 28, 2019.**

**PLEASE RESPOND IMMEDIATELY  
ELECTRICAL CORDS, OUTLETS, ETC/ MUST MEET FIRE MARSHAL APPROVAL**

**Forms & Money have to be turned into the City of Overton (Janice Bagley/ Event Coordinator) Office  
by: Friday June 28, 2019 @ 5:00p.m.**

**\*\*\*\*\* BOOTH RENTAL IS NON-REFUNDABLE ONCE PAID\*\*\*\*\***

If there are duplicate requests (regardless of prior participation AND preference) the vendor who provides their information and payment FIRST will be accepted! IF you change the booth, you MUST call and confirm it with Janice Bagley-event Coordinator. You will be responsible for setting up your booth and cleaning up your area after the festival. You will have to supply everything that you will need for your booth (i.e. Extension cords, generator, etc.). **NO REFUNDS!!!!!!**

**HOLD HARMLESS CLAUSE**

This agreement is made upon condition that the City of Overton, its agents and employees shall be free from all liabilities and claims or damage and/or suits for or by reason of any injury or death to any person or property of the Permittee, its agents or employees, or third parties, from any cause of causes whatsoever while in or upon said premises or any part thereof during the term of this agreement or occasioned by any occupancy or use of said premises or any activity carried on by the Permittee in connection herewith, and the Permittee hereby covenants and agrees to indemnify, defend, save and hold harmless the City of Overton, its agents and employees from all liabilities, charges, expenses and cost of account of or by reason of any such injuries, deaths, liabilities, claims, suits or loses however occurring or damages growing out of the same.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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**CITY OF OVERTON**  
**JULY 4<sup>TH</sup> - FIREWORKS IN THE PARK**  
**PARTICIPATION AGREEMENT-2019**

The City of Overton is seeking vendors and crafters with handmade items to participate in our July 4<sup>th</sup> Fireworks in the Park event. This year's event will take place on **Thursday, July 4<sup>th</sup>, 2019**. If you wish to participate and would like to set up a booth, we are accepting registrations. Enclosed you will find our Booth Registration Form, which you need to complete and return to us as soon as possible with your payment for the space(s) requested. This registration form should be completed in its entirety. We must receive the form and payment by Friday, **June 28, 2019 by 5:00 p.m.** The sooner we receive your completed form and payment, the better your chances of obtaining the space(s) you desire. **Space(s) will not be reserved until booth payment and registration form are received.**

On the day of the July 4<sup>th</sup> activity event, booth set-up will start at 3:00 p.m. Upon arrival, ALL vendors are required to sign in at the City's registration booth, which will be on the corner by the stop sign at Lakehore Drive and the City Park. No Alcoholic Beverages are allowed in the City Park. Therefore we ask that no alcoholic beverages be present or consumed at any time in or around the City Park, and we also request that you respect the vendors located next to your booth. Booth removal and clean up will begin at 8:30 p.m. Each vendor will be responsible for cleaning their own space. Trash cans will be provided.

In the event of rain on the scheduled day of the event, the event will proceed as scheduled.

Thank you for your participation in the City of Overton July 4<sup>th</sup> Fireworks in the Park event. If your registration is accepted, you will receive a phone call to confirm. If you have questions, please do not hesitate to contact Janice Bagley at the Overton Police Department, 903-834-3145 at ext. 229. If I am out of the office, please be sure to leave your name and call back number. We are looking forward to seeing you on July 4, 2019!

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\*\*\*\*\* Please sign below to acknowledging that you have read and agree to this letter \*\*\*\*\*

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

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

**BOOTH APPLICATION FORM ON REVERSE SIDE**  
**PLEASE COMPLETE, SIGN AND RETURN BOTH**  
**FORMS WITH BOOTH PAYMENT**



# City of Overton

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## 2019 Fireworks in the Park Vendor Rules-2019

Thank you for applying to the City of Overton Fireworks in the Park July 4<sup>th</sup> event! We are expecting several hundred people throughout the event. The City of Overton will do our best to offer diversity to ensure that everyone who participates is unique. Below are some important things to know about vending at this July 4<sup>th</sup> event. If you have any questions, please direct them to Janice Bagley, Event Coordinator, at 903-834-3145 ext. 229 or email [fireworks@cityofoverton.com](mailto:fireworks@cityofoverton.com)

1. Official deadline for vendor applications will be June 28, 2019. The signed and completed two-sided vendor application and payment must be received by 5:00 p.m. of said deadline. Any application this is not signed **will not** be accepted.
2. A \$10.00 late fee will be charged for applications turned in after June 28, 2019.
3. You must check in on time and keep your booth open for the entire event or until all goods are sold. However, booths cannot be broken down until 8:30 p.m. at the end of the event.
  - **Check in is at 3:00 p.m. on Thursday July 4<sup>th</sup>, 2019 at the Police Department Booth on Lakeshore Drive. There will be a sign to identify the Check-In Booth. Vendors will check in with Janice Bagley, Event Coordinator.**
4. It is your responsibility to obtain any Health Permits and/or Resale Certificates that may be required for this event. Contact: Tammy Honea, Rusk County Health Department 903-657-3832, to apply for your Temporary Health Permit if you are serving or selling food.
  - \*HEALTH PERMITS MUST BE VISIBLY POSTED IN YOUR BOOTH**
5. You may only sell the type of items specified in your application. Unauthorized festival merchandise will not be allowed.
6. Vendors shall conduct business from within the confines of their assigned space. **If you require more space, there will be an additional charge!** Vendors must provide their own tables, chairs, etc. for their booths. **Vendors are required to keep their space(s) neat and attractive. They are also responsible for picking up their own trash and depositing it in the provided poly trash carts.**
7. Only one vendor PER BOOTH space unless you have discussed and approved in writing for additional vendors with the event coordinator.
8. You may not use a microphone, radio, or sound device at any booth without prior approval from event coordinator.
9. Generators are permitted, but each vendor will be responsible for furnishing electrical cords for their booths. We will not pick up cords for you, nor will we have any to loan.
10. **THE FESTIVAL WILL BE HELD RAIN OR SHINE, NO REFUNDS WILL BE GIVEN.**
11. **THE CITY OF OVERTON IS NOT RESPONSIBLE FOR LOST OR STOLEN ITEMS.**
12. **CHILDREN MUST BE SUPERVISED AT ALL TIMES.**