



MARDI GRAS 2018

SOUTHEAST TEXAS CELEBRATION

ARTS, CRAFTS & NOVELTIES CONCESSION AGREEMENT

DATE: Feb 08,09,10,11 2018

Thur. Feb. 08 5:00 PM - 10:00 PM
Fri. Feb. 09 5:00 PM - 12:00 AM
Sat. Feb. 10 12:00 PM - 1:00 AM
Sun. Feb. 11 12:00 PM - 8:00 PM

LOCATION: DOWNTOWN – Port Arthur, TX

Returning Vendor Deadline 9/15/17
New vendors accepted after 9/16/17

Fee: \$ 250
INDOOR

Fee: \$ 350
OUTDOOR

IT IS HEREBY AGREED THE UNDERSIGNED, AS A LICENSEE, WILL BE RESPONSIBLE FOR THE OPERATION OF A CONCESSION BOOTH

Returning Concessionaire shall pay to Mardi Gras Southeast Texas, Inc (MGSET) at the time of application a vendor fee of \$250 for indoors space or \$350 for outdoor space on or before 9/15/17 to retain the same space location & product for 2018. Concessionaire understands the payment is non-refundable. The concession shall remain open during the times shown above. Concessionaire will remove all equipment no later than the following day after the Carnival is closed.

Upon execution of this Agreement, **Concessionaire** shall pay to **Mardi Gras Southeast Texas, Inc. (MGSET)** a vendor fee. **MGSET, Inc.** agrees to furnish, for the **Concessionaire** use, a 10' x 10' space as the **Concessionaire** booth with electricity nearby on the premises. Payment shall be non-refundable. **Concessionaire** is responsible for all fixtures at concession booth. Extension cords used to conduct electricity shall be in good and serviceable condition and of three-ground type, minimum wire size No. 14. **Concessionaire** is required to furnish one five (5) pound ABC fire extinguisher at booth. Electric Heaters are prohibited. Special electrical needs will be at the expense of the **Concessionaire**.

All **Concessionaire** spaces are located within the entertainment area. Indoor spaces will be located inside the Mardi Gras Pavilion (Float Den). Outdoor spaces will be along Procter Street unless otherwise designated. All concessionaires are to remain open the duration of the show – no early closures. **MGSET Inc.** agrees to provide **Concessionaire** designated Vendor Passes for the event upon completion of all inspections. Passes are limited to necessary workers only.

Concessionaire agrees to be responsible for collection and reporting of sales tax and is required to file by list showing the City of Port Arthur location for all sales. Texas Sales tax number is required – to apply please contact Texas Sales Tax Comptroller at 800-252-5555.

Concessionaire agrees to indemnify and hold harmless, **MGSET, Inc., City of Port Arthur** and its officers and directors, causes of action or damage of any kind, for injury to, or death of any person and/or damages to property arising out of the use and operation of this concession booth by **Concessionaire**, its agents, vendors, contractors, employees and/or participating members. This agreement to indemnify and hold harmless **MGSET, Inc.** and the **City of Port Arthur** specifically extends to any acts of omission or negligence on the part of the above, its officers, directors, employees and agents. **MGSET, Inc.** is not responsible for lost or stolen items. Security is provided after closing. Vendors should secure and cover all items, removing valuables, as **MGSET, Inc.** is not responsible for lost or stolen items.

Reproduction and sale of Official **MGSET, Inc.** logo or artwork is prohibited. Obscene or offensive items, odor bombs, sprays, knives, glass containers, toy guns, firearms, or any item deemed inappropriate by **MGSET, Inc.** are prohibited. Strolling or peddling goods outside the designated Concessionaire space is prohibited. No food of any type is prohibited (includes prepackaged products – food products required a food concession agreement).

It is understood that this is not an exclusive concession contract and that **MGSET, Inc.** shall enter into other concession contracts with other parties and that **MGSET, Inc.** has exclusive rights to sell these concession contracts.

Failure to comply with any conditions will result in immediate expulsion from the carnival and may jeopardize any future invitations.

(KEEP THIS PAGE FOR FUTURE REFERENCE)



mardigras.portarthur.com

VENDOR APPLICATION

RETURNING VENDORS DEADLINE: 9/15/2017

MARDI GRAS SOUTHEAST TEXAS, INC.
3830 HWY 365 ❖ PORT ARTHUR, TX 77642
(409) 721-8717 FAX (409) 721-8700

CONCESSION NAME _____

OWNER NAME _____ EMAIL: _____

ADDRESS _____ CITY _____ ST _____ ZIP _____

HOME PHONE _____ WK PHONE _____ CELL PHONE _____

SIGNATURE _____

TEXAS SALES TAX PERMIT # _____
(Required at the time of application – This information is verified)

SPACE #

✓ I have read and agree to the Terms and Conditions of the Arts & Craft Concession Agreement.

SIGNATURE _____

Booth Information

Type of Unit: Trailer _____ Tent _____ None used _____

Will any of the following be used:

- _____ Partitions / Dividers
- _____ Peg Board
- _____ Racks
- _____ Table(s)
- _____ Tent frames

Electrical Required _____ Yes _____ No

Vendor should bring minimum 25 Ft. heavy duty extension cord or longer if electricity is required.

SPACE SIZE IS 10 FT. x 10 FT.
ADDITIONAL SPACES MAY BE PURCHASED IF AVAILABLE

Vendor Fees

INDOOR SPACE \$250

OUTDOOR SPACE \$350

NUMBER OF SPACES _____

NUMBER OF SPACES _____

TOTAL PAYMENT _____

TOTAL PAYMENT _____

ENCLOSED \$ _____

ENCLOSED \$ _____

NO REFUNDS ON CANCELLATIONS

(COMPLETE & RETURN THIS PAGE TO MARDI GRAS SOUTHEAST TEXAS)



ARTS & CRAFT / NOVELTIES ITEMS AGREEMENT

(COMPLETE & RETURN THIS PAGE)

mardigras.portarthur.com

LIST ALL ITEMS TO BE SOLD:

(If more space required – attach a list to this page)

Photograph of Booth

**PHOTO REQUIRED
APPLICATION NOT
ACCEPT WITHOUT PHOTO**

Place photograph
of booth here

NO REFUNDS ON CANCELLATIONS

Return signed agreement and full payment to reserve space

Application not accepted without Texas Sales Tax Number

Applications will be reviewed and processed in the order received.

Full payment and Photograph required at time of application



RETURN TO: MARDI GRAS SOUTHEAST TEXAS, 3830 Hwy. 365, Port Arthur, TX 77642

MARDI GRAS SOUTHEAST TEXAS, INC.

3830 Hwy 365, Port Arthur, Texas 77642

409 / 721-8717 Fax 409 / 721-8700

Information of Special Interest to Concessionaires

- ✓ When concessionaire ownership changes, the new owner **does not** have right of first refusal on the previous owners vending location. The location becomes available to senior vendors at the discretion of MGSET.
- ✓ Vendors may not sub-lease their space for any reason. Our agreement is with the vendor who signs the contract and may not be transferred in any way without the express permission and consent of MGSET.
- ✓ **Vendors are provided a 10' x 10' space. You must contain your product within this area (tent post, trailer, tongue, awnings, signage, etc.)** While problems are usually worked out with adjacent vendors, there is no guarantee that problems can be resolved. Additional space may be purchased when available.
- ✓ MGSET policy regarding food items sold **prohibits** Arts & Crafts Concessionaires from selling any item that is consumable. The sale of food requires a Food Concessionaire Agreement. Violation of this policy will result in expulsion and jeopardize future invitations.
- ✓ Vendors should unload as quickly as possible and remove vehicles. Do not leave parked vehicles in the grounds while you set up and arrange booth space. Golf carts/4-wheelers are prohibited inside the entertainment area.
- ✓ Vendor parking for vehicles, self-contained motor homes, storage trailers, etc. is available in the county parking lot off of 4th street behind the police parking lot. Side streets are also available for vehicles. Parking is on first come basis according to availability.
- ✓ A Texas Sales Tax Permit number and Photograph is required when application for space is made. **Please do not return application without complete information.** Application will not be processed if incomplete.
- ✓ Shoplifters will be prosecuted. Security is provided, however, vendors should secure merchandise and remove any valuables. MGSET is not responsible for lost or stolen items.

VENDOR GATE ADMISSION POLICY FOR 2018

Vendors are provided passes for necessary workers upon completion of fire & electrical inspection. Vendor must go to the Float Den @ the corner of Procter & Waco to receive passes. Additional tickets are available for purchase at regular admission rate.

The designated **Vendor Gate for 2018** which vendors will be permitted to drive in for restocking purposes prior to festival opening will be at **BEAUMONT AVE & 4TH STREET** by the police station. Vendors and registered workers will be allowed walk in entrance with pass at **any** gate **during** festival hours; however, the **only** gate **prior** to festival hours that will be available will be at Beaumont Ave & 4th Street. Specific hours of operation of the gate will be provided closer to event time. Make arrangements to use this gate exclusively for vendor entrance.

Laura Childress, President & Event Director



ATTN: VENDORS

FIRE EXTINGUISHER



VENDOR MUST HAVE MINIMUM ONE (1) FIVE POUND-2A10BC RATING-ABC TYPE PORTABLE FIRE EXTINGUISHER WITH A CURRENT 1 YEAR INSPECTION TAG. VENDING PERMIT WILL NOT BE ISSUED WITHOUT PROPER EQUIPMENT.

ATTN: VENDORS

ELECTRICAL

EXTENSION CORDS USED SHALL BE IN GOOD CONDITION AND OF THREE GROUND TYPE, MINIMUM WIRE SIZE NO.14. NO HOUSEHOLD TYPE CORDS ALLOWED ONLY HEAVY DUTY CORDS PERMITTED. ONLY SURGE PROTECTED EXTENSION STRIPS ALLOWED. NO ELECTRIC HEATERS PERMITTED.

VENDOR SETUP INSTRUCTIONS

SETUP STARTS WEDNESDAY 02/07/18 8:00 AM TO 5:00 PM
THURSDAY 02/08/18 8:00 AM TO 12 NOON – NO EXCEPTIONS

- FIND YOUR SPACE AND COMPLETELY SET UP VENDING UNIT READY FOR INSPECTION (this includes electrical, tables, display racks, chairs, lights, etc.)
- WHEN COMPLETE GO TO THE MOBILE FIRE COMMAND CENTER (CORNER OF BEAUMONT AVE AND PROCTER STREET) TO REQUEST INSPECTION. GO BACK TO YOUR SPACE AND WAIT FOR THE INSPECTOR TO ARRIVE. INSPECTORS WILL COME TO YOUR VENDING AREA.
- AFTER INSPECTION IS COMPLETE BRING THE SIGNED INSPECTION FORM TO THE FLOAT DEN AT THE CORNER OF WACO AND PROCTER. SEE THE MARDI GRAS OFFICIAL FOR VENDOR PASSES. ALL VENDOR WILL BE REQUIRED TO HAVE A PASS FOR ADMITTANCE TO FESTIVAL GROUNDS.
- **NO LATE ARRIVALS PERMITTED PAST 12 NOON ON THURSDAY.**
- **QUESTIONS OR SPECIAL NEEDS CALL 409-721-8717 LAURA**