



RULES AND REGULATIONS

- **ALL ITEMS ON CHECKLIST MUST BE INCLUDED FOR ACCEPTANCE OF APPLICATION.** Applications must be completed in order to be considered. Please submit an exact description of merchandise and 2 photos representing what you plan to sell. Photos will not be returned. Photos may be emailed. *In the event you are unable to attend the event, your application fee will not be refunded. Applications will be processed in the order they are received.*
- The Chamber of Commerce will review all applications and photos to assure the quality and appropriateness of items to be sold. We may limit the number of vendors selling the same or similar products.
- Vendors are required furnish their own tables, chairs, decorations and canopies in case of inclement weather. No stakes can be used in the set-up of your booth. Canopies must be sufficiently weighted to prevent them from blowing over. Vendors should set up **inside** the assigned space.
- Vendors who are registered for Friday night may begin setting up at noon on Friday. Security will be provided to protect your booth and merchandise overnight. Vendors for Saturday may begin setting up at 6am on Saturday morning.
- **Absolutely NO SOLICITATION is allowed at Old Fashion Christmas. This is a shopping event ONLY and not a venue for anyone to solicit or promote their business, unless it is in the booth space they have purchased and their application has been APPROVED prior to the start of the event.**
- All vehicles must be cleared from the square and surrounding streets by 5pm on Friday and 8am on Saturday. Please be set up at least a 1 hour prior to the advertised time of opening on both days. **No parking is allowed on the streets surrounding the Square. IF YOUR VEHICLE REMAINS IN THE SQUARE AFTER 5PM ON FRIDAY or 8AM ON SATURDAY, IT WILL BE TOWED AT YOUR EXPENSE.** A map showing where vendors are allowed to park will be included in the information emailed to vendors after the acceptance of the application. One parking permit per booth.
- **The City of Castroville is no longer providing electricity to us free of charge for this event. Therefore, we must pass on the cost to the vendors if you need electricity in your booth. Power is for lighting and charging your phone ONLY; no electric space heaters will be allowed. If you're going to use electricity, you MUST provide your own 100 ft. #12 power cord, per circuit UL approved. Only one plug per vendor booth will be provided, Please limit your lighting to one or two lights. Please no electric fans. In the event of cold weather, propane heaters are allowed.**
- All food booths will be assigned spaces on the west side of the square and will be separated from craft/commercial vendors as much as possible. **You must provide your own generator or use gas generated stoves for cooking. Electricity is provided for lighting only.** All food booths must have a food service permit on display and must comply with Texas Department of Health rules & regulations. Forms for the certificate are available through the Chamber of Commerce or the local Medina County Office (830) 741-6195. Non-profits are exempt from the fee but must still have a Health Certificate posted.
- Selling of raffle tickets and gambling are not allowed unless approved by the CACC staff coordinators. Selling of alcoholic beverages or firearms is prohibited. Violators will be asked to leave the area and will not be allowed to return.
- **Please dispose of any trash in or around your space.** Large trash bins will be available around the square. Your space should be completely empty before you leave the event.
- Each vendor is responsible for collecting and reporting sales tax. A Texas Sales Tax permit may be obtained by calling or writing: State Comptroller of Public Accounts, 9514 Console, Suite 102, San Antonio, TX 78229. (210) 616-0067. Or go online to www.window.state.tx.us/taxpermit/. **The State Comptroller may be checking booths on the day of the event.** Please provide a copy of your certificate so it can be sent to their office for verification.
- **The CACC Executive Director shall be the final authority on interpretation of the rules and regulations.**

Applicant Signature

Date