



2020 Countries Around the Globe Vendor Application

Thank you for your interest in participating in the International Art & Kite Festival.

Contact Name: Individual/Organization/Business	
Mailing Address	Zip Code
Email Address	Cell Number
Website URL	Event Day Contact Number

The purpose of the **Countries Around the Globe Vendor Booth** is to represent the geography, social cultures and traditions of a designated country. All exhibits must refrain from depicting religious or political icons. The event is non-religious, non-denominational and non-political.

Please provide an interactive activity that represents designated countries. In addition, we ask that vendors provide 500-1,000 small gifts/trinkets. Gifts/trinkets are for children who visit Countries Around the Globe booths and have passports marked. There is **no cost** to participate.

Booths are assigned on a first-come per country basis. The City will determine booth placements. All booth decorations and materials must be approved by the City of Sugar Land. The following items are NOT acceptable on event grounds: liquor, tobacco products, drugs and weapons.

Booth Description/Requirements:

- A covered 8 ft. x 8 ft. space. One table and two chairs will be provided.
- What activity/activities will you provide? _____
- Vendors must provide materials for booth demonstrations/activities.
- No electricity, water access or display/hanging walls will be provided.
- NO merchandise may be sold at any time.
- For-Profit Vendor Booths are available for merchandise sales at \$100 per 10 ft. x 10 ft. booth.
- Booths must be set-up by participants on Saturday, March 28.
- Vendor booth set up time is 8:00 a.m. to 9:30 a.m.
- Booths must be staffed and operational from 10:00 a.m. to 3:00 p.m.
- Booths must be properly cleaned of all personal property by 4:00 p.m.

Deadline to return this agreement is on or before March 2, 2020 at 5 p.m.



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Booth Agreement

THE PARTICIPANT AGREES TO AND SHALL COMPLY WITH ALL POLICIES, PROCEDURES AND REGULATIONS OF THE CITY OF SUGAR LAND. THE PARTICIPANT UNDERSTANDS THAT THE CITY OF SUGAR LAND IS NOT RESPONSIBLE FOR ANY ITEMS THAT ARE STOLEN OR MISSING. THE PARTICIPANT UNDERSTANDS THAT THE CITY OF SUGAR LAND WILL MAKE FINAL DECISIONS AND AGREES TO COMPLY WITH SUCH DECISIONS.

Name of Organization or Business (Please Print)

Signature of Authorized Representative

Date

Completion of this application does not guarantee a booth reservation. Approved vendors will receive an email confirmation.

Please complete and return application and signed agreement via:

Mail:

Sugar Land Parks & Recreation
Attn: Jacqueline Madden
10405 Corporate Drive, Suite 250 | Sugar Land, TX 77478

Fax:

ATTN: Jacqueline Madden at (281) 275-2891

Email:

Jacqueline Madden at jmadden@sugarlandtx.gov

For more information, contact Jacqueline Madden at (281) 275-2046.