



**ZONTA**  
CLUB OF  
PASCAGOULA AREA  
MEMBER OF ZONTA INTERNATIONAL  
EMPOWERING WOMEN  
THROUGH SERVICE & ADVOCACY

[zontaclubpascagoula@gmail.com](mailto:zontaclubpascagoula@gmail.com)  
[www.zontaofpascagoula.com](http://www.zontaofpascagoula.com)

P. O. Box 1842  
Pascagoula, MS 39568

### **CONFIRMATION LETTER**

Dear Exhibitor:

Your festival packet contains the following:

1. Confirmation Letter
2. Booth Assignment List
3. Area Map and Street Flow Map
4. A copy of the Festival Rules and Regulations
5. Pre-registration form to reserve a space for the October 3, 2026, Festival
6. Explanation of Mississippi State Sales Tax requirements

**ATTENTION VENDORS: TO EASE CONGESTION WHILE UNLOADING IT IS IMPERATIVE THAT YOU PULL YOUR VEHICLE OVER TO THE SIDE OF THE STREET AS FAR AS POSSIBLE TO ALLOW OTHER VEHICLES TO PASS. UNLOAD QUICKLY AND MOVE YOUR VEHICLE AT ONCE. PARK IN THE DESIGNATED PUBLIC AREAS. FOR A SMOOTH SETUP, FOLLOW THE STREET FLOW MAP AND GUIDANCE FROM EVENT STAFF.**

All vendors are required by State Law to collect Mississippi Sales Tax at 7% and 9% for Food Vendors.

An envelope will be provided for your state tax collections.

You must bring it to the Zonta information booth **BEFORE YOU LEAVE.**

**Non payment of taxes will invalidate your pre registration and/or disqualify you from being a vendor.**

**For electrical, bring a 100 ft. extension cords and tape to secure cords and/or a quiet generator.**

**ZONTA is not responsible for any of the electrical outlets and does not guarantee that you will have access to electricity.**

**It is a first come first serve basis.**

- Zonta members are identifiable by their Maroon T Shirts and/or name tags
- Volunteers will have a Z-Crew Badge
- Bring sufficient change for your booth transactions
- **Turn in your pre-registration form along with your check/cash for the 2025 Festival. This will reserve your space for next year's festival and must be turned in by 5 pm.**

Zonta looks forward to having you at our Festival, and we wish you a very profitable and enjoyable day.

*Thank you,  
Zonta Arts and Crafts Festival Committee*

## **From Gulfport on I10**

Heading East on Interstate 10 (coming from Gulfport) take exit 61 – Gautier Vancleave Road -3.1 miles. Turn Left at Highway 90 (at this intersection-there will be a Kentucky Fried Chicken on the right and the Mississippi Gulf Coast Community College campus will be on the left. Across the street from KFC there is a Walgreen Drug store). Continue on Highway 90 until you cross the Pascagoula River Bridge (Ingalls Shipbuilding will be on your right). After you cross the bridge you will go to the 2nd Light and turn right onto Market Street., There are Walgreens and CVS Drugstores on each corner. Stay on Market Street and cross the railroad tracks till you come to Jackson Avenue. McDonalds will be on your left. You will turn right on Jackson Avenue. M&M Bank will be on your left before the next light.

The Zonta Information Booth is located on the corner of Pascagoula and Delmas Streets.(Chevron Trailer)  
Zonta members and Volunteers will be placed in all areas to help you find your space.

## **From Mobile on I10**

Heading West on I10 (coming from Mobile) take exit 75(exit to right) turn left onto Franklin Creek Rd. Go 0.7 miles and turn slightly right onto US 90W. You will go approximately 10.4 miles and turn left onto Market Street. You need to be on the far left to turn onto Market Street. There are Walgreens and CVS Drugstores on each corner. Stay on Market Street and cross the railroad tracks till you come to Jackson Avenue. McDonalds will be on your left. You will turn right on Jackson Avenue. M&M Bank will be on your left before the next light.

The Zonta Information Booth is located on the corner of Pascagoula and Delmas Streets.(Chevron Trailer)  
Zonta members and Volunteers will be placed in all areas to help you find your space.

## FESTIVAL INFORMATION AND RULES FOR 2025

### TIME AND LOCATION:

- The festival will be held in the Downtown Plaza and adjacent areas on Saturday, October 4, 2025, from 9:00 am to 5:00 pm.

➤ **Setup time is from 4:00 AM until 8:00 AM on October 5, 2024. Streets must be cleared of all vehicles as soon as merchandise can be unloaded but no later than 8:00 am.**

- Take down time is from 5:00 pm until 7:00 pm that same day.

- Vendors must remain for the duration of the festival. Absolutely no vehicles will be allowed on Delmas Avenue, Canty Street, Magnolia Street, or Watts Avenue after initial setup.

**In case of rain the Festival will be canceled. No refunds.**

### ENTRY:

- A vendor is any individual, club, church, sorority or business selling goods at the Zonta Arts & Crafts Festival.
- Booth spaces cannot be re-rented or sold by the vendor. If the vendor whose application is accepted by ZONTA is unable to attend, space reverts to ZONTA.
- Vendor fee (postmarked by August 31, 2026) will be \$125.00 per 10x12 space and \$140.00 for 10x15 space (to include all food booths) and \$180.00 for 10x20 space for Food Trucks.
- Applications (postmarked after August 31, 2026) will be \$150.00 per 10x12 space or \$200.00 for Food Trucks 10x20..

➤ **All food booth applications (postmarked by August 31<sup>st</sup>) will be \$140.00; after August 31, 2025, food booths will be \$160.00.**

- Registration deadline is September 15, 2026. **Applications postmarked after September 15<sup>th</sup> will be returned to the vendor.**
- Money will NOT be refunded for cancellations received after September 1<sup>st</sup>.
- Notification of cancellation will be greatly appreciated.

- Space assignments will be made on a first come basis.
- Vendors will be notified of space assignments by email/ mail before the festival. If you register between Sept. 1<sup>st</sup> and Sept. 15<sup>th</sup> and have no email address, you will need to pick up your packet at the Information Booth the day of the festival.
- Any vendor deemed inappropriate for the show by the Arts & Crafts Chairperson may be asked to leave.

#### **FOOD:**

- Food (for immediate consumption) cannot be sold from the same booth as arts and crafts.
- Food exhibitors must provide their own fuel source.
- Garbage remaining after the Festival must be bagged.
- The festival is outdoors with some spots partially shaded. The majority are in full sun on concrete.

#### **PROMOTION:**

- The number of vendors expected to participate is approximately 250.
- A significant turnout is anticipated, with large crowds expected throughout the event.
- ZONTA will advertise this Festival in local, state, and regional media.

#### **SETUP/LOADING:**

- No equipment is provided. Tables, chairs, screens and canopies are the responsibility of the vendor
- Loading and unloading is the responsibility of the vendor. Vendors will park in designated parking lots.
- **Only 110 Volts of Electricity is available** on a very limited basis
- **For electrical spaces, bring your 100 ft. extension cords and tape to secure cords**
- **ZONTA is not responsible for any of the electrical outlets and does not guarantee that you will have access to electricity. It is a first come first serve basis. You are allowed to have a quiet generator.**

#### **SECURITY:**

- Law enforcement officials will be present for the duration of the Festival.

**SPECIAL REGULATIONS AND PRECAUTIONS:**

- **Mississippi law requires collection of Mississippi State Tax of 7 % for regular exhibitors and 9% for food exhibitors.**
- Vendors must accompany their booth except for breaks and errands. During those times, someone must be specified to stay with the display.
- **“INVERTER” (quiet) GENERATORS ARE ALLOWED IN ALL BOOTHS**
- **Zonta Club of Pascagoula Area shall not be responsible or liable for any injury or loss that may arise or come to lessee, or his/her employees or goods, for any cause whatsoever. Zonta Club of Pascagoula Area does not provide insurance for vendors. Vendor relieves Zonta Club of Pascagoula Area and the property owners of responsibility in connection with the safe keeping of property during the festival.**

**ALL FOOD BOOTHS INCLUDE 1 (110) OUTLET--NO 220 OUTLETS AND “NO PIGGY BACKING”**

**NO GUNS OR ALCOHOLIC BEVERAGES ALLOWED  
NO ANIMALS ALLOWED PER CITY REGULATIONS**

**Rules & Regulations subject to change by Zonta**

**Mail applications to: Zonta Club of Pascagoula Area; P.O. Box 1842; Pascagoula, MS 39568-1842**

Questions may be directed to [zontclubpascagoula@gmail.com](mailto:zontclubpascagoula@gmail.com)



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PO Box 1842, Pascagoula, MS 39568  
CHARTERED FEBRUARY 1977

**TO: ALL VENDORS OF THE ZONTA ARTS & CRAFTS FESTIVAL**

**RE: SALES TAX COLLECTIONS**

We are attaching a letter from the Department of Revenue, State of Mississippi, regarding the collection of sales tax at our event. It says **“each exhibitor is required to collect and remit sales tax on all sales made during this event on this form, even if you are already registered at another location to collect and remit Mississippi sales tax.** What this means is.....if you are a vendor at the Zonta Arts & Crafts Festival, **YOU MUST COLLECT 7% SALES TAX ON EVERYTHING YOU SALE EXCEPT FOOD ITEMS WHICH IS 9% AND REMIT TO ZONTA BEFORE 5 PM ON THE DAY OF THE FESTIVAL.**

**IT DOES NOT MATTER**

**IF YOU ARE TAX EXEMPT IF YOU ARE NON-PROFIT**

**IF YOU ARE A 501(C)(3) CHARITABLE ORGANIZATION**

**IF YOU ARE A CHURCH – SELLING COOKBOOKS OR T-SHIRTS OR ANYTHING**

**IF YOU ARE SELLING TICKETS TO A FUTURE EVENT**

**IF YOU ARE A MERCHANT IN THE DOWNTOWN AREA**

**IF YOU HAVE A BUSINESS ELSEWHERE IN PASCAGOULA, OR IN MISSISSIPPI OR ANYWHERE**

**IF THIS IS A FUNDRAISER FOR YOUR CLUB OR CHURCH OR GROUP**

**IF YOU ARE AN INDEPENDENT DISTRIBUTOR EVEN IF YOU HAVE PAID TAXES ON YOUR PURCHASE AND EVEN IF YOU HAVE A LETTER FROM YOUR COMPANY**

**YOU MUST FILL OUT THE MISSISSIPPI STATE TAX FORM WHICH WILL BE DELIVERED TO YOUR BOOTH IN THE P M AND RETURN TO A ZONTA MEMBER BEFORE 5 PM WITH CASH OR CHECK – MADE OUT TO: ZONTA CLUB**

unless you provide us with a letter from the State of Mississippi – Dept. of Revenue exempting you from Sales Tax for our event... Any questions? Contact Julie Cerny, Dept of Revenue, 228-432-3499.

We are required to provide a list of all exhibitors, their sales, and sales tax collected to the Dept. of Revenue.

**Thank you for your cooperation.**

**Zonta Arts & Crafts Committee**



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## **ATTENTION VENDORS**

**Due to the City of Pascagoula's continuous efforts to revitalize and enhance the downtown Plaza, and for safety purposes some changes have been made to the area.**

**Your space may now have been moved slightly and/or your number may have been changed. The committee has done their very best to keep you in your original space or as near to it as possible.**

**These changes are beyond our control and your cooperation and understanding will be greatly appreciated.**

**Please review the attached map. Your space number is included in the email, if you have trouble finding your space, please contact us. Please note the access road closest to your space. Do not use Pascagoula Street if Frederic Street or Magnolia St. is closest to your space.**

**Thank you,**

**Zonta Arts and Crafts Committee**



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*Pre-Registration Form*  
*48<sup>th</sup> Annual Zonta Festival - October 3, 2026*

PLEASE BRING YOUR COMPLETED APPLICATION WITH CASH OR CHECK MADE PAYABLE TO ZONTA TO THE ZONTA BOOTH BEFORE 5:00 P.M. TO SECURE YOUR SPACE FOR NEXT YEAR.  
**AFTER 5 PM ALL EMPTY SPACES ARE AVAILABLE TO ANYONE.**

NAME OF BUSINESS OR ORGANIZATION \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ SPACE # REQUESTED \_\_\_\_\_

EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

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

(    ) 10 x12BOOTH - \$125 (    ) FOOD BOOTH (10x15) - \$140 (    ) FOOD TRUCK (10x20) 180.00

**SPECIFY TYPE OF EXHIBIT**

COMMENTS \_\_\_\_\_

Any vendor who creates a disturbance at the festival may, at the sole discretion of the Zonta Club, be excluded from participation in the next event and the club may exclude the vendor from the current event upon refunding the entry fee.

**ATTENTION: There is a possibility that the City of Pascagoula will require us to make changes to our festival layout in 2026. Some pre-registrations may become invalid and must be relocated. We will be as equitable as we can with the moves.**

**I have read and agree to abide by the rules and regulations for the Zonta Festival. I am aware of the possible changes that could take place to the 2026 Festival layout.**

Signed \_\_\_\_\_

Amount Received by Zonta \_\_\_\_\_ SPACE REQUESTED \_\_\_\_\_

SIGNATURE OF ZONTA MEMBER \_\_\_\_\_