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Space Number  
Assigned

Zonta Club of Pascagoula Area  
*45<sup>th</sup> Annual "Day in The Plaza"*  
Saturday, October 5th, 2024  
REGISTRATION DEADLINE – SEPTEMBER 15, 2024

Vendor Application

(PLEASE TYPE ON COMPUTER AND PRINT TO MAIL OR HAND-PRINT VERY LEGIBLY)

Name: \_\_\_\_\_  
Business/Organization: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Number of Spaces Needed: \_\_\_\_\_ Amount Enclosed: \_\_\_\_\_

CHECK CORRECT BOX FOR SPACE SIZE

( ) 10 x12 BOOTH - \$125      ( ) FOOD BOOTH (10x15) - \$140

**Final registration deadline is September 15, 2024**

***If Postmark after August 31, 2024,  
all spaces are \$150.00.***

**Type of Exhibit:**

\_\_\_\_\_  
\_\_\_\_\_

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 vendor(s) from the current event upon refunding the entry fee.

*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 2024 Festival layout.*

**Signature: X** \_\_\_\_\_

(Any application POSTMARKED after September 15, 2024, with a personal check will be returned and you will not be assigned a space.)

## FESTIVAL INFORMATION AND RULES FOR 2024

### TIME AND LOCATION:

- >The festival will be held in the Downtown Plaza and adjacent areas on Saturday October 7, 2023, from 9:00 AM to 5:00 PM.
- >**Setup time is from 6:00 AM until 8:00 AM on Saturday, 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 to Delmas Avenue, Canty Street, Magnolia Street, or Watts Avenue after initial setup.

### **OUTSIDE FESTIVAL \*\*\* WEATHER WILL DETERMINE CANCELLATION \*\*\* NO REFUNDS**

- >A vendor is any individual, club, church, sorority or business selling goods at the Zonta Arts and Crafts Festival.
- >**Booth Spaces CANNOT BE RE-RENTED OR SOLD BY VENDOR. If the vendor whose application is accepted by Zonta is unable to attend, space reverts to ZONTA.**
- >Vendor fee (**postmarked by August 31, 2024**) will be \$100.00 per vendor space without electricity and \$105.00 with one (1) electrical outlet.
- >ALL food booth applications (**postmarked by August 31, 2024**) will be \$110.00 per space. All food booths include one electrical outlet.
- >**ALL applications postmarked AFTER August 31, 2024, will be 125.00 per space with or without electricity, craft or food booths.**
- >**FINAL REGISTRATION DEADLINE IS SEPTEMBER 15, 2024. Applications postmarked after September 15<sup>th</sup> will not be accepted and vendor will be notified.**
- >**Money will NOT be refunded for cancellations received after September 1<sup>st</sup>, 2024.**
- >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 or mail before the festival. If you register between September 1<sup>st</sup> and September 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.

### SPACE:

- >**Size of the space shall be approximately 10' x 12' for Arts and Crafts displays and 10' x 15' for Food Booths. Some adjustments will be made this year to space locations, so spaces may be shifted slightly.**
- >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. Crowds are expected to be between 15,000 and 20,000.

>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. We can not guarantee that you will be able to access electricity.

>**If you need electricity, please bring a 100 ft heavy duty extension cord and/or a generator.**

**SECURITY:**

>Law enforcement officials will be present for the duration of the festival.

**SPECIAL REGULATIONS AND PRECAUTIONS:**

>Mississippi Law requires collection of MS state Tax of 7% by exhibitors and 9% for all FOOD SOLD.

>Vendors must remain with and are responsible for their booth except for breaks and errands. During those times, someone must be specified to stay with the merchandise.

>INVERTER" (quiet) GENERATORS ALLOWED IN FOOD BOOTHS ONLY. (If your generator is too loud, Zonta reserves the right to have the generator disconnected).

*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 safekeeping of property during the festival.*

**ALL FOOD BOOTHS INCLUDE 1 (110) OUTLET – NO 220 OUTLETS AND NO "PIGGY BACKING"**

**NO ALCOHOLIC BEVERAGES OR FIREARMS ALLOWED**

**NO ANIMALS ALLOWED PER CITY REGULATIONS**

**RULES & REGULATIONS SUBJECT TO CHANGE BY ZONTA**

Mail all applications to:

**Zonta Club of Pascagoula Area**

**P.O. BOX 1842**

**Pascagoula, MS 39568**

Questions may be directed to:

Sandy LeBatard-228-327-0090 [vendor@zontaofpascagoula.com](mailto:vendor@zontaofpascagoula.com)