



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

zontclubpascagoula@gmail.com
www.zontaofpascagoula.com

P. O. Box 1842
Pascagoula, MS 39568

CONFIRMATION LETTER

Dear Exhibitor:

Your space assignment for the October 5, 2024, Zonta Arts & Crafts Festival is shown above.

Your festival packet contains the following: **PLEASE BRING EVERYTHING WITH YOU**

1. Confirmation Letter
2. A specific area map, indicating your space or spaces
3. A copy of the Festival Rules and Regulations
4. Pre-registration form to reserve a space for the October 4, 2025, Festival
5. 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. VENDORS WITH DESIGNATIONS OF PS/PN CAN ENTER THE AREA FROM PASCAGOULA STREET. VENDORS WITH DESIGNATIONS FS/FN SHOULD ENTER FROM MAGNOLIA STREET AND VENDORS WITH DESIGNATIONS S61/N53 AND HIGHER, PLEASE ENTER FROM FREDERIC STREET.

- All vendors are required by State Law to collect Mississippi Sales Tax at 9%. An envelope will be provided for your state tax collections. You may turn it in to a Zonta member or 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
- 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). Immediately at the end of the bridge and just past the Round Island Lighthouse, you will turn right and go straight on Pascagoula Street through the red light. Stay on Pascagoula Street and cross the railroad tracks to access vendor spaces on Pascagoula Street with designations PS/PN.

To reach Magnolia Street – after coming through the red light on Pascagoula – veer off to the right at Krebs Avenue and go one block to Magnolia – turn right.. All food booths are located on Magnolia over the railroad tracks – designations FN/FS.

Frederic Street is one block past Magnolia on Krebs. Take a left on Frederic and go over the railroad tracks to Delmas. Booths beginning with S61 and N53 and higher are located on Frederic with the highest numbers being closer to Frederic.

The Zonta Information Booth is located on the corner of Pascagoula and Delmas Streets. Zonta members will be placed in all areas to help you find your space. Look for their white shirts.

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 Pascagoula Street. The intersection before Pascagoula is Market Street. There are Walgreens and CVS Drugstores on each corner. You need to be on the far left to turn onto Pascagoula Street. Stay on Pascagoula Street and cross the railroad tracks to access vendor spaces on Pascagoula Street with designations PS/PN.

To reach Magnolia Street – after coming through the red light on Pascagoula – veer off to the right at Krebs Avenue and go one block to Magnolia – turn right. All food booths are located on Magnolia over the railroad tracks – designations FN/FS.

Frederic Street is one block past Magnolia on Krebs. Take a left on Frederic and go over the railroad tracks to Delmas. Booths beginning with S61 and N53 and higher are located on Frederic with the highest numbers being closer to Frederic.

The Zonta Information Booth is located on the corner of Pascagoula and Delmas Streets. Zonta members will be placed in all areas to help you find your space. Look for their white shirts.

FESTIVAL INFORMATION AND RULES FOR 2024

TIME AND LOCATION:

- The festival will be held in the Downtown Plaza and adjacent areas on Saturday,

October 5, 2024, from 9:00 am to 5:00 pm.

- **Setup time is from 6:30 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, 2025) will be \$125.00 per 10x12 space and \$140.00 for 10x15 space (to include all food booths)
- Applications (postmarked after August 31, 2025) will be \$150.00 per space.

- **All food booth applications (postmarked by August 31st) will be \$140.00; after August 31, 2025, food booths will be \$150.00.**

- Registration deadline is September 15, 2025. **Applications postmarked after September 15th will be returned to the vendor.**
- Money will NOT be refunded for cancellations received after September 1st.
- 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. 1st and Sept. 15th 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



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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.



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
46th Annual Zonta Festival - October 4, 2025

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

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 2025. 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 2025 Festival layout.

Signed _____

Amount Received by Zonta _____ SPACE REQUESTED _____

SIGNATURE OF ZONTA MEMBER _____