

# TEXAS MILITARY DEPARTMENT

POST OFFICE BOX 5218 AUSTIN, TX 78763-5218 (512) 782-5001

# VENDOR APPLICATION FORM

EVENT: TMD Open House-April 21-22, 2018

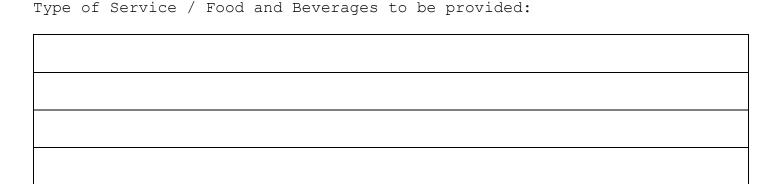
This form is to be returned before the end of the business day:  $\frac{\text{Friday}}{\text{April 1, 2018}}$ .

Organizations not affiliated with the Texas Military Department shall pay for rental space according to the following pay schedule to include both Saturday & Sunday:

Circle the booth size under the section in which you choose to reserve.				
* All vendors requiring a vendor space must pay a fee.				
FRG/ Unit Vending 10'x10'- \$125.00	10'x20'- \$145.00	30'x30'- \$160.00		
Information Booth 10'x10'- \$150.00	10'x20'- \$175.00	30'x30'- \$225.00		
Vendor Space 10'x10'- \$225.00	10'x20'- \$275.00	30'x30'- \$325.00		

ALL VENDORS AND THEIR EMPLOYEES SHALL EXECUTE AND RETURN THE ATTACHED APPLICATION BEFORE ACCESS WILL BE GRANTED ONTO CAMP MABRY FOR THE 21-22 April 2018 Texas Military Department Open House.

Name of Vendor:		
Name of Organization:		
Physical Address:		
Telephone #:	Cell#:	
E-mail Address:		



Texas Military Department (TMD) will provide an assigned vendor site at the event for the purpose of vending merchandise for the duration of the above stated times for the amount listed. Vendor is responsible for adhering to the below stated times and for providing payment in full for the vendor site by the specified deadline to the appropriate Texas Military Department representative. It will be the responsibility of the vendors to provide their own equipment (Tents, Chairs, Tables, Ice, etc.) and any approved portable power and extension cords for the operation of electrical appliances.

Set-up Date: 3:00pm - 7:00pm April 20th or 5:00am - 7:00am April 21st, 2018. Tear Down Time: 4:00pm, April 22nd, 2018 (or as prearranged).

Organizations not affiliated with the Texas Military Department will need to provide the following documentation to reserve a vendor site:

- ♦ Proof of Insurance
- ♦ Copy of valid and up to date license necessary to "vend" merchandise
- ♦ All employees must also be trained and licensed to "vend" merchandise

Send or drop off completed application and payment to:

### Mailing Address:

## Physical Address:

Bldq. #11 Attn: Bernie Garza P.O. Box 5218 Austin, Texas 78763-5218

Texas Military Department Texas Military Department Attn: Bernie Garza 2200 W. 35<sup>th</sup> Street Bldg.#: 11 Austin, Texas 78703-2210 512-782-7130 512-568-4458 - Cell Phone

#### DEADLINE FOR SUBMISSION: April 1, 2018

For Questions Contact:

Bernie Garza 512-782-7130 or bernie.garza@military.texas.gov; SSG Patricia Gutierrez 512-782-1062 or patricia.gutierrez2.mil@mail.mil

### Liability Statement:

Title:

Vendor and associates assume all risk for damages incurred prior to, during and after the event. The Texas Military Department will not be held responsible or liable for any damage to persons or property involved in the event. Any fees or expenses incurred will not be reimbursed by the Texas Military Department and are the sole responsibility of the Vendor. Vendor is solely responsible for obtaining all permits, licenses, and certificates of Liability Insurance as required herein. Specific terms include times of setup, and breakdown. The Vendor, including all of its owners, agents, employees or assigns, hereby releases and waives any and all claims for personal injury, product liability, theft, breakage, or other Damage, against the Texas Military Department. Vendors expressly assume the risk of rain, wind, lightning and other weather-related elements on the days of the event. Texas Military Department expressly disclaims any obligation or representation related to the number of persons to be attending the event, or the revenue to be derived there from.

I have read all terms and conditions of the contract and agree to abide by stated terms.

Signature:		Date:	
Signature i	ndicating approval and agreement of Texas M	Cilitary Department Representative	
Signature		Date	
Print Name			
For Office Use Only	·:		
Payment Amount: \$			
Form of Payment	☐ Cash ☐ Check #		
Received on:			
Received By:			

Make all checks or money orders out to the  $\frac{TXMD\ Historical\ Foundation}{104-408-1756}$ . Vendors paying with credit card please call  $\frac{704-408-1756}{104-408-1756}$