

**Great Texas Balloon Race  
Commercial Vendor Application, Rules and Regulations  
East Texas Regional Airport  
July 28, 29 & 30, 2017**

Please fill out application completely and make a copy for your records. Enclose non-returnable photos of your display. The Vendor Committee will meet to review each application upon receipt. To avoid excessive vendor duplication, the date of the application receipt may be used to determine individual vendor category selection. You will be notified via email whether you have been approved as a vendor for this event. Once notified, an invoice will be emailed to you for the Exhibit Booth fees. **All fees are due no later than June 1, 2017.**

Vendor/Exhibitor name: \_\_\_\_\_ Contact: \_\_\_\_\_

E-mail: \_\_\_\_\_

Mailing address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

**Please list all items to be sold. Photos are required to avoid misrepresentation of products. If items are not as pictured or described, you will be asked to remove the item(s).**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Commercial: Retail, advertising and non-handmade items

____ 10'x10' w/o Tent 350.00	____ 10'x 20' w/o Tent 450.00	____ 20'x 20' w/o Tent 575.00
____ 10'x10' w/ Tent 450.00	____ 10'x 20' w/ Tent 575.00	____ 20'x 20' w/ Tent 750.00

\_\_\_\_ No Electricity Needed      Provided Items: One (1) 110/15 amp plug (2 Outlets)

Items Not Provided: Tables, Chairs, Hoses, and Electrical Cords, Set up or Tear Down Assistance, Etc.  
**This is an outdoor event and will be held rain or shine; no weather related refunds will be issued.  
Cancellation deadline is June 15. If cancellation is received by this date, your fee will be refunded.**

Indemnity: Vendor acknowledges having read and agreed to all items and conditions of this application/contract. Vendor agrees to indemnify, defend, and hold harmless The Great Texas Balloon Race, Inc. East Texas Regional Airport, and the officers, directors, agents, employees, successors, and assigns of both harmless from any losses, claims, damages, attorney's fees, and expenses for injuries, death or property damage suffered by any person caused by any willful, wrongful, negligent, direct or indirect acts or omissions of Vendor. This includes vendor, vendor's employees, agents, and patrons, arising directly or indirectly out of vendor's activities on the grounds of the event. Vendor agrees to release The Great Texas Balloon Race from any liability whatsoever for lost or stolen goods belonging to vendor, vendor's employees, agents, or patrons. All vendors are advised to be insured for all losses or liabilities.

  X    
Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

## VENDOR ASSIGNMENT AND FACT SHEET

**Note: You must keep this sheet for the entire duration of the race.**

We truly appreciate your interest in being a part of the Great Texas Balloon Race. For many years, East Texans and visitors from around the country have attended the annual Great Texas Balloon Race. With weekend attendance exceeding 20,000 it is undeniably the premier event in East Texas. Gate admission is charged. Gates will open at 4:00 p.m. Friday and close at 12:00 a.m. Balloon activities begin at dawn on Saturday. Gates open at 5:45 a.m., close at 11:00 a.m. and reopen at 4:00 p.m. Vendors may choose not to open until 10:00 a.m.; however, the crowds come early. Vendors must stay open until 11:00 p.m. each night. Sunday participation is the Vendor's option. Gates open Sunday at 5:45 a.m. and officially close at 9:00 a.m. Balloon flights are early in the morning Saturday and Sunday. Balloon glows are on Friday and Saturday evening. In addition to the balloon activities, the event includes "Kids Land", musical entertainment each night, lots of great arts and crafts and great food.

### SET UP TIMES

**Set up times will be: Friday, July 28, 2017, 9:00 a.m. until 3:00 p.m.**

ALL booths must be set up by 3:00 p.m. Friday. After 3:00 p.m. Friday, you must use the "vendor gate" only and no vehicles will be allowed. Power will be provided:

- NOTE: Tables and chairs for your booths, set up and tear down activities, hoses, electrical cord, etc. are all the responsibility of the Vendor.  
No Silly String or Poppers are to be sold or given away.  
No extension cords or water hoses will be allowed across the runway.  
No AC Units can be utilized in Booths.  
Vehicles allowed on runway only to load or unload; no driving on runway after 3:00 p.m. Friday.  
Vehicles cannot drive onto the runway to load until 9:30 a.m. Sunday.  
Vehicles must park in Vendor Parking or other designated parking.  
RV's must be parked in RV parking.  
No golf carts, scooters, mopeds, bicycles, three wheelers, four wheelers, go-carts or any similar vehicles will be permitted on the airport grounds.  
Two vehicle passes will be issued for use at the vendor gate. Additional Vendor Parking Passes are available for \$10 each. All other vehicles will be subject to paying a daily entrance fee and will need to use general parking.
  
- Ø **PETS:** We understand that many vendors travel with their pets. You are to keep your pet(s) at your RV (**only**), and keep the area clean. Our concern is for the safety of your pets due to the extreme heat at the event.

As a FAA controlled area the airport grounds will be secured and all gates will be locked at 1:00 a.m. and not reopened until 5:30 a.m. All vendors **must** have their booths secured and be off the property or in their RV **ONLY**, (please no camping in personal vehicles) if staying on the grounds between these times or a \$100.00 security fee penalty will be assessed.

RV parking will be offered in a designated area for an additional \$20.00 charge. The unit must be self-contained; no water or electricity will be provided.

REMIT TO:

Commercial Vendor Committee

Great Texas Balloon Race

PO Box 1952, Longview, Texas 75606-1952

Or visit our web site: [www.gtbr.net](http://www.gtbr.net) or [www.greattexasballoonrace.com](http://www.greattexasballoonrace.com)

\_\_\_\_ Initial that this is Read & Acknowledged