



# HOWE INDEPENDENT SCHOOL DISTRICT

## Fall Festival

Saturday, September 28, 2019 | 5:00 to 9:00 p.m.

### Vendor Registration Form

Cost: \$30 per space for non-school vendors

Application Deadline: September 17, 2019

Vendor/Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Product(s) Description/Price (please list all): \_\_\_\_\_

How does booth operate: \_\_\_\_\_

Is electricity needed:  Yes  No If so, how many outlets? \_\_\_\_\_

**\*\*\*NO RAFFLES ALLOWED FOR SCHOOL-RELATED BOOTHS\*\*\***

<b>OFFICE USE ONLY:</b> <input type="checkbox"/> School <input type="checkbox"/> Outside		Location: _____	Notified By: _____
Amount Paid \$ _____		Person Notified: _____	
<input type="checkbox"/> Cash -OR- <input type="checkbox"/> Check # _____		Date Notified: _____	

#### Vendor Information:

- Vendors will be chosen on a first come, first served basis so we do not have more than one of each type product.
- Electricity is available upon request, first come, first served.
- Tables are not provided.
- You may set up as early as 2:00 p.m., but arrive no later than 4 p.m.
- Vendors may not use paint on the pavement at your assigned booth location.
- Any tape used on the pavement must be removed by the vendor during clean up.
- A map will be distributed to each vendor prior to the beginning of the Fall Festival. If you have any questions or concerns, please contact Clarissia Doty at 903-745-4200 or [doty.clarissia@howeisd.net](mailto:doty.clarissia@howeisd.net)
- Once application & fee have been received, vendors will be notified of their confirmation or denial. If denied, fees will be returned.
- Howe ISD has the right to deny access to any products deemed inappropriate for a school event. Appropriateness determined by Howe ISD.

Please make checks payable to Howe ISD and mail completed vendor application and non-refundable registration fee to:

**Howe Intermediate School  
Attention: Tammie Witten  
315 Roberts St.  
Howe, TX 75459**

**or Summit Hill Elementary  
Attn: Clarissia Doty  
701 Summit Hills Prkwy.  
Howe, TX 75459**