



Dear Lufkin Glow Show Vendor:

We are thrilled to invite you to participate in our first Lufkin Glow Show! We know that with your help, this festival will be a huge success! The festival will be held on Saturday, August 7<sup>th</sup>, 2021 at Kit McConnico Park. We are excited to be including ALL the fun things like live entertainment, arts & crafts vendors, food, a petting zoo, children's activities, and MORE!

**Schedule for festival:                      Saturday, August 7<sup>th</sup> 5PM – 9:30PM**

Please see the attached Lufkin Glow Show application and guidelines. Vendors must supply with their application a check or money order, two pictures of their exhibit or product, and a copy of their sales tax certificate. Food vendors MUST obtain a permit with the Angelina County Health District.

We will be taking vendor applications now until July 15<sup>th</sup>, 2021.

Thank you so much for helping make the Lufkin Glow Show a grand success!

Sincerely,

A handwritten signature in cursive script that reads 'Taylor Commiato'.

Taylor Commiato  
Lufkin Convention and Visitors Bureau  
601 N. Second Street  
Lufkin, TX 75901



**Saturday, August 7<sup>th</sup>, 2021**

**5PM- 9:30PM**

*Kit McConnico Park*

***Commercial Vendor Guidelines:***

- Exhibitor must supply, with the application, a check or money order, two pictures of their exhibit or product, and a copy of their Sales Tax Certificate. Food vendors MUST obtain a permit with the Angelina County Health District. Vendors will be notified by email if their application is accepted or declined. If declined, entry fee will be returned with notification. **All entries must be received by July 15<sup>th</sup>, 2021.**
- Set up must be completed and all vehicles removed by 4:30PM Saturday afternoon.
- No vulgar or profane merchandise will be allowed. **No pop toys or guns allowed (nothing capable of firing a projectile) NO FIREWORKS.** No illegal knives are allowed per city ordinance. **Lufkin Glow Show has the right to refuse any exhibit deemed inappropriate for this event, and remove any offensive or inappropriate merchandise or displays.**
- Booths are at Kit McConnico Park: spaces are approximately 10'x10'.
- **Electricity will NOT be available. Quiet Generators are permitted.**
- **Water hook-ups are NOT available.**
- The number of spaces is limited. Spaces are assigned by the Lufkin Glow Show committee.
- Canopy and "easy-up" style tents are **REQUIRED** and must be suited to the ground.
- Exhibitors are responsible for their own set up. Equipment such as tables, chairs, etc., are exhibitors' responsibility and will not be provided. Exhibitors are responsible for their equipment in case of loss or damage
- Exhibitors that sell a product must collect sales tax if they are not exempt and are responsible for reporting their own tax to the Texas State Comptroller. Vendors must supply a sales tax certificate copy to SpringFest with the application.
- No booth may give away or sell food or drinks except as approved by the Lufkin Glow Show committee.
- Vendors failing to comply with all rules may be required to leave the show and will not be refunded any money.
- This is a rain or shine event.
- **All fees are NON-REFUNDABLE regardless of circumstances.**

For more information and questions regarding the application process, please call 936-633-0349 or E-Mail [tcommiato@cityoflufkin.com](mailto:tcommiato@cityoflufkin.com)

# Lufkin Glow Show Vendor Application 2021

1. Company or Organization Name/ Booth Name: \_\_\_\_\_

2. Contact Name: \_\_\_\_\_

3. Mailing Address: \_\_\_\_\_

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

4. Phone Number: \_\_\_\_\_ Tax ID # (required): \_\_\_\_\_

5. Email: \_\_\_\_\_

- Please reserve me a *food vendor booth (\$75)* \_\_\_\_\_
- Please reserve me a *commercial booth (\$50)* \_\_\_\_\_
- Please reserve me an *informational (not selling any items) booth (\$30)* \_\_\_\_\_

**NO ELECTRICITY WILL BE AVAILABLE! ONLY QUIET GENERATORS ARE PERMITTED.**

Reservation deadline- July 15, 2021 or until we are full.

6. **Amount enclosed:** \_\_\_\_\_

7. Description of items to be sold or displayed (required). Please either mail or email two photos of vendor booth. Application will be automatically rejected without photos.

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

8. You must provide your own display equipment, pop-up tent, tables, chairs, etc.

9. **Please sign below that you have read the SpringFest Commercial Guidelines and you agree to abide by all the rules set by the Lufkin Glow Show Committee.**

\_\_\_\_\_  
Exhibitor Signature

\_\_\_\_\_  
Date

10. **Please initial that you will NOT take down your booth until the festival is over 9:30PM.** \_\_\_\_\_

If you do take down early, you will not be allowed to come back the following years.

## Angelina County Beautiful Clean Litter Free Festival Event Guidelines

Event volunteers and employees are on hand to keep the venue tidy during the festival and are NOT responsible for vendor trash. Vendors who leave their trash behind after the conclusion of the event WILL be banned from all future participation in any Lufkin festivals. We will have a trash receptacle on hand for easy disposal. Please help us keep this festival and venue beautiful and litter free!

Yes, I have read and understand the Litter Free festival guidelines.

**A copy of the following must be supplied with this application:**

- Sales Tax Certificate
- Two photos of your booth with products

**Return all information and check/money order to:**

**Lufkin Glow Show  
601 N. Second Street  
Lufkin, TX 75901**