



Parks & Recreation Department

P.O. Box 2570
Waco, Texas 76702-2570
254 / 750-5627
Fax: 254/ 750-5782

ECLIPSE OVER TEXAS VENDOR INFORMATION

Thank you for your interest in joining us for our event, 2024 Eclipse Over Texas: Live from Waco. Eclipse Over Texas will feature science talks, food trucks, guided eclipse viewing, a STEAM Zone of engaging and educational activities, telescopes, astronomers, vendors, a live broadcast on WB Discovery, and family fun!

Please note: Vendor space is limited, and a completed application does not guarantee space.

Eclipse Over Texas will take place on Monday, April 8, 2024, at Touchdown Alley

- Eclipse Over Texas is located at Touchdown Alley, on the grounds of Baylor University's McLane Stadium, 1001 S. MLK Blvd. The site sits along the Brazos River. Touchdown Alley can accommodate up to 20,000 people.
- Eclipse Over Texas is a ticketed event, and the show takes place from 10 a.m. to 4 p.m.

- **Vendors must be set and ready to sell by 8 a.m. Driving will not be allowed in the event site after 7 a.m., and all vendors must remain in place until patrons clear. Vendors who arrive after 7 a.m. will NOT be permitted into the event area.**

Scheduled activities include:

**Science Talks
STEAM Zone
Live Broadcast
Astronomer Meet and Greet
Telescope Viewing**

Enclosed in this packet, you will find a vendor application form and vendor guidelines.
Please complete the application form and return it to:

**Sonja Gonzalez
2024 Eclipse Event Coordinator
1034 Ridge St.
Montrose, CO 81401
sonja_gonzalez@lowell.edu**

VENDOR APPLICATION

Electricity (up to 50 amps, single phase 120 volts) will be provided. Charges will apply for additional electricity.

VENDOR (MERCHANDISE)

Fee: \$250

PLEASE NOTE –VENDORS CANNOT DRIVE VEHICLES IN THE EVENT AREA BETWEEN 7 a.m. and 4 p.m. Vendors who arrive after 7 a.m. will not be permitted into the event area. All event patrons must be cleared before vehicular traffic is allowed within the event area. This will be monitored and enforced by onsite Waco PD officers.

All vendor fees must be paid prior to the event.

TOTAL DUE: \$ _____

Name of Business/Organization: _____

Contact Person: _____

Address: _____ Email Address: _____

City: _____ State: _____ Zip: _____

Daytime phone: (____) _____ Evening phone: (____) _____

Types of items to be displayed/sold/price range:

*Attach additional sheets if necessary.

ITEM	PRICE	ITEM	PRICE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*Please read the vendor guidelines sheet carefully.

I agree with the enclosed guidelines.

Vendor Signature

Date

VENDOR GUIDELINES

1. **No refunds will be administered.**
2. Return completed applications to **Sonja Gonzalez, 2024 Eclipse Event Coordinator, 1034 Ridge St. Montrose, CO 81401. Applications can also be emailed to Sonja_gonzalez@lowell.edu.** A completed application does not guarantee vendor space.
3. All vendors are responsible for providing their own covered 10 x 10 tent, tent lighting, and outdoor heavy-duty electric cords with covers. **Electric cords must be protected with cord covers.**
4. You will be required to supply your own chairs, tables, display boards, etc.
5. Electricity (up to 50 amps, single phase, 120 volts) is included at no charge. **Charges will apply for additional electricity.**
6. Eclipse Over Texas staff will assign vendor locations.
7. Each vendor will be accepting of cash and is responsible for their own security during events (i.e. locked cash box).
8. A sign must be prominently displayed at your booth with all prices.
9. All booths must comply with all City and County Health Department regulations.
10. Please do not use this form if you are desiring to be a Concession vendor – use the other form found on the website.
12. **Smoking is not allowed.**
13. Absolutely no one under the age of 12 will be permitted in or behind the food concession booths.
16. **Eclipse Over Texas staff, Baylor University, Lowell Observatory, and the City of Waco** are not responsible for lost or stolen merchandise.
18. No tent fronts will be provided for inclement weather.
19. Eclipse Over Texas staff reserves the right to exclude products, services, or advertising to protect sponsorship agreements and endorsements.
20. **Booths must be set up and vehicles removed from the event site no later than 7 a.m. on April 8th. You are responsible for transporting merchandise and/or food to your booth.**
21. **All trash and waste must be removed immediately following the event. Your company will be billed for any clean-up if trash is not disposed of properly.**
22. **All decisions made by the Eclipse Over Texas staff are final.**
23. **Please note: The Eclipse Over Texas 2024 Executive Committee, at its discretion, shall be solely responsible for the collection of all non-conflicting and non-competing vendors for the Event. Vendors must reflect the family friendly nature of the event and will not be unreasonably denied.**