

**2023 Mulberry Festival**  
**Saturday, May 13, 2023 9 am until 5 pm**  
**Mathiston Park**

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

Business Name: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Please describe item(s) you will be selling: \_\_\_\_\_

- \$45.00 Art & Crafts or Food Booth**
- \$45.00 Entertainment Booth**
- \$125.00 Food Vendor (No Electricity for Food Vendors available)**

**OR**

- \$60.00 Deluxe Booth**  
(limited number available)

1--12 ft X 12 ft Space  
Vendors provide their own set-up  
Number of Spaces Needed: \_\_\_\_\_

1--12 ft X 12 ft Space  
Tent and 2 Tables provided and set-up  
Number of Spaces Needed: \_\_\_\_\_

Do you need electricity?  Yes  No \$10 Fee.

When will you be setting up?  Friday afternoon/evening  
 Saturday morning

**Please read the attached information sheet**

**THE TOWN OF MATHISTON RESERVES THE RIGHT TO DENY ANY APPLICATION**

The undersigned hereby indemnifies and shall defend and hold harmless the Town of Mathiston, its officers, the Festival Committee, participants, and volunteers, employees, sponsors and agents from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind of nature arising out of the performance of their agreement, including those arising out of injury or death of participants' employees or subcontractors, whether arising before, during or after completion of services hereunder and in any manner directly or indirectly caused, or contributed to in whole or in part, by reason of any act, omission, fault or negligence of participant or its employees agents or subcontractors. The Town of Mathiston assumes no responsibility for lost, damaged, or stolen items. The undersigned agrees to abide by the rules established by the Town of Mathiston. The undersigned gives permission for photos and descriptions of his/her work to be used for festival promotional purposes. By signing your application, you are indicating you have read and agree to all rules set forth on this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please send check/money order by Friday, April 28, 2021. After April 29 please include a late fee of \$10.**

Please make your check/money order payable to: Town of Mathiston, PO Box 178, Mathiston, MS 39752

Credit card no: \_\_\_\_\_ Ex. Date: \_\_\_\_\_ CVV: \_\_\_\_\_

Amount: \_\_\_\_\_ Signature: \_\_\_\_\_

For more information, please email [MathistonEvents@gmail.com](mailto:MathistonEvents@gmail.com) or contact:  
Heather Forster Cell (662)552-6823 City Hall Phone (662)263-4898

**Office Use Only**

**Date Received:** \_\_\_/\_\_\_/2022      **Spaces Needed:** \_\_\_\_\_      **Total Enclosed: \$** \_\_\_\_\_

**Method of Payment:**  Cash  Money Order  Check # \_\_\_\_\_  Credit Card      **Electricity:**  Yes  No

**NOTES:** \_\_\_\_\_

# Mathiston Mulberry Festival

- This is a family outdoor festival and is open to ALL artists, craftsmen and food vendors.
- **Sales tax collection and payment to the State of MS is the responsibility of the vendor and is required for all vendors.** You will not be allowed back if you fail to pay your sales tax. A form will be provided
- Booth spaces are \$50.00 each and are **non-refundable**. All of the booth spots measure 12'x12'. To avoid a \$10 late fee, please have your vendor form submitted by April 28, 2022. We have a few spots that are 12'x12' and come with 2 tables plus a pop-up tent for \$65 and will be set up *prior* to your arrival. These go fast, so if you'd like one, please send in your form/payment as soon as you can. These are rented on a *first-come, first-serve basis*.
- Food Vendors. Pricing needs to be displayed for all food items, that is easy to read and not handwritten. If water is needed please specify.
- Vendors can set up table(s)/tent Friday afternoon/evening from 9AM-7 PM; the area is patrolled through the night. You will be given your booth number upon checking in Friday afternoon or Saturday morning.
- Electrical outlets are **limited** and if you need one, please send in your form with payment *as soon as you can* to be assured of having electricity. **Cost is \$10**. Spaces that need an outlet are assigned on a first come, first serve basis. There are **NO** 220 electrical hook ups. ***Please use a heavy duty extension cord if at all possible.***
- The morning of the festival, vendor's may pull their vehicles near their booth location, but after unloading, please park your vehicle. It gets rather congested around the park area, so the earlier you can unload, the better. Please be patient as others are unloading. At 7:30 AM, the street will be blocked off and will not be opened up again until 5:00 PM. If you need to replenish merchandise, you may walk or cart your products in. In the case that you need to leave prior to 5 PM, merchandise/set-ups may be walked or carted out.
- We have an over-flow lot that is located directly across from the park pavilion if needed for additional vendors. Parking is allowed at the ballpark, in the overflow lot/field and around the Library. **Please do not park in the area surrounding the park by the pavilion and bridge (our food vendors park their food trucks there) or the Post Office.**
- Vendors are responsible for providing all chairs, tables, tents and set-ups as needed (unless you rented a deluxe booth then everything, but chairs and extension cords will be provided).
- All vendors are asked to please keep their immediate area clean of any trash and debris. There are trash cans located throughout the park area for your convenience.
- There are bathrooms located to the side of the Library.
- Vendor opinion/suggestion sheets will be given out during the day. Please help us to improve by filling it out. Forms will be picked up prior to 3 pm.
- Vendor forms may be mailed back to the listed address OR dropped off by City Hall between the hours of 7 AM-4 PM. There is also a mail slot in the door that you can use in case the office is closed. To pay your booth fee, we accept credit cards, checks, money orders and cash.