



**Fort Hood Spouses' Club**  
**37th Annual Holiday Bazaar**  
[www.forthoodspousesclub.org](http://www.forthoodspousesclub.org)

Dear Prospective Food Vendor:

Thank you for your interest in the Fort Hood Spouses' Club Bazaar. The Holiday Bazaar will be at the Killeen Civic & Conference Center at 3601 S. WS Young Drive, Killeen TX 76542. This is our 37th year and will be held November 10-11, 2018. We are all looking forward to a great event.

The Fort Hood Spouses' Club (FHSC), a non-profit organization, sponsors this event. The FHSC is dedicated to serving our community through volunteer service hours, a monthly service project that provides donations to various community programs, high school and spouse scholarships, the Fort Hood Scholarship Committee and monetary distributions through the Community Outreach Program. The FHSC raises around \$50,000 annually through its three major fundraisers: Holiday Bazaar, Wild West Night, and Golf Scramble.

The BAZAAR is a juried show of merchants from across Texas and the US. A committee will review each application and notify applicants of their acceptance. The FHSC reserves the right to include multiple vendors of the same type.

Please complete the enclosed application and return with check or money order. Attached you will find the necessary information.

If you have any questions please check our website or contact our Bazaar Vendor Chairperson at [FH.Baz.Vendors@gmail.com](mailto:FH.Baz.Vendors@gmail.com) or our Holiday Bazaar Chairperson at [FHSC.Bazaar.Chair@gmail.com](mailto:FHSC.Bazaar.Chair@gmail.com).

### INFORMATION SHEET

PLEASE READ THIS INFORMATION SHEET CAREFULLY and do not hesitate to contact us if you have additional questions concerning the Bazaar. In order to maintain the high quality of the BAZAAR that our vendors and customers have come to expect, the FHSC will review all applicants in a timely manner and notify applicants in writing of their acceptance. This is a juried show and preference will be given to vendors with unique, quality items. Our intention is to have a well-balanced show with great variety that will allow our vendors to maximize their sales possibilities - it is important to the FHSC that we are both successful!

THE FHSC RESERVES THE RIGHT TO ACCEPT OR DENY ANY VENDOR AT THEIR DISCRETION. All vendors with any type of food items must be able to provide a copy of their Health Department permit if requested.

**DEADLINE FOR THIS APPLICATION**

In order to retain your same booth space: **MARCH 1, 2018**

Applications are accepted until all booth spaces are filled.

Deadline to cancel and still get your refund: **October 31<sup>st</sup>, 2018**

**Outdoor Food Vendor Specifications:**

Spaces are \$100.00.

Requests will be honored on a first-come, first served basis.

Outdoor Food Vendors must provide their own equipment.

There is **NO** Electricity, Water, Tables, or Chairs available for your use outdoors.

We will try to provide a centralized area for patrons to eat. We will make periodic announcements indoors about the availability of food outside and any specials that you may have.

**Set-Up:**

Nov 10th, Saturday: 7:00 AM – 9:00 AM

**Show:**

Nov 10th SAT: Doors Open 9:00AM - 5:00PM

Nov 11th SUN: Doors Open 12:00 noon - 5:00 PM

You must remain set up and open during all hours of the show.

**THERE WILL BE NO EARLY BREAKDOWNS.**

**ALL** Vendors are responsible for bringing in, taking out, and attending your booth without any assistance from the FHSC. We do not provide dollies, carts, or extra workers.

**Deadline for refunds: October 31, 2018**

All vendors agree to allow FHSC to advertise vendor's information including company name, location, website, product, and use owner's names. This information is used exclusively for advertising purposes and may be used in print, radio, and TV media. Any vendor that wishes any part of their information NOT to be used for advertising must do so in writing and include it with the application.

We are all looking forward to a fantastic event, we wish you much success!

Vendor Chairperson  
[FH.Baz.Vendors@gmail.com](mailto:FH.Baz.Vendors@gmail.com)

Holiday Bazaar Chairperson  
[FHSC.Bazaar.Chair@gmail.com](mailto:FHSC.Bazaar.Chair@gmail.com)

Mail all correspondence to:

**FHSC**

**ATTN: Holiday Bazaar**

**P.O. Box 5982**

**Fort Hood, TX 76544**

**Food Vendor: Please fill in the following...**

The following information will be used in advertising for this event

Company Name \_\_\_\_\_

Point of contact \_\_\_\_\_

Address \_\_\_\_\_

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

E-mail address \_\_\_\_\_

Preferred phone numbers

1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

Description of items

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

Outdoor Food Vendor Space: \$100.00

You will receive an email to confirm availability of space, your vendor number, and acceptance into this Bazaar. You will not be informed of where your booth space will specifically be. **Please bring a copy of this email, with your vendor number, to the Holiday Bazaar.**

Personal Checks, cashier's checks, and money orders can be made payable to **FHSC**.  
(All NSF Checks will be charged a \$35.00 non-refundable return check fee.)

Exhibition Space Agreement:

Lessor hereby leases to exhibitor Outdoor Food Vendor space for the exhibition identified in the application submitted by exhibitor subject to the terms of that application, the following terms and conditions, all information sheets issued within a reasonable time before the show, and all city, county, state, and federal laws, which although they may not be referred to herein, are specifically, made a part of this agreement. I understand that Fort Hood Spouses' Club will refund Outdoor Food Vendor space fees on cancellations only until October 31, 2018. Cancellation is subject to a \$25.00 penalty fee. In signing below, I agree to follow the rules of the Killeen Convention Center and the FHSC.

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

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**To be filled in by Outdoor Food Vendor Chairman**

Space Assignment \_\_\_\_\_

Total Paid \_\_\_\_\_

Check number \_\_\_\_\_