

City of Sweetwater  
Vendor Registration Form  
Small Town Christmas

The Saturday after Thanksgiving from 5-8 p.m.

Business name: \_\_\_\_\_

Business mailing address:

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

Owner's name: \_\_\_\_\_

Owner's home address:

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

Contact Phone #: \_\_\_\_\_

Cell #: \_\_\_\_\_

\*\*Contact email: \_\_\_\_\_ \*\* Required  
for setup instructions- please check you email the week before the event for instructions.

Social media/Website : \_\_\_\_\_

Type of goods/food being sold: \_\_\_\_\_

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

What type of power do you need?

None \_\_\_\_\_ Fee \$50

Regular outlet (2 plugs) 20 amp \_\_\_\_\_ Fee \$75

30 AMP \_\_\_\_\_ Fee \$90 (Marketplace or Depot areas only)

50 AMP \_\_\_\_\_ Fee \$100 (Main Street Parking lot, Depot, or Duck Park only)

Are you a current SMPOA Member? \_\_\_\_\_ (If so, take \$50 off your registration fee)

Preferred location:

\_\_\_\_\_ No preference

\_\_\_\_\_ Traincar \_\_\_\_\_ Main Street Parking lot \_\_\_\_\_ Depot

\_\_\_\_\_ Duck park \_\_\_\_\_ Marketplace

\_\_\_\_\_ Indoor Christmas Market at Community Center

We do not guarantee your placement and will place you to meet the needs of the event, but will try to honor your request.

Will you operate from a tent? \_\_\_\_\_ If so, what size? \_\_\_\_\_

Will you operate from a trailer? \_\_\_\_\_ If so, what size? \_\_\_\_\_

\*\*Trailers must be set no later than 4:30 p.m.

Vendor Fee for 15 x 15 ft space and electricity.

No water service is provided, but a vendor room with water and a 3-hole sink is available at the Marketplace area.

Space is limited and allowed on a first come, first serve basis.

The City of Sweetwater and SMPOA reserves the right to reject any and all vendors.

The decision of the vendor coordinator is final. No refunds unless the vendor is rejected by the City of Sweetwater. In the event of inclement weather, a rain date may or may not be arranged, for which your vendor fee will be transferrable. We rarely cancel or delay events and try to just power through.

Vendors are responsible for any applicable taxes, health department compliance, and wastewater regulations. A detailed copy of events may be obtained by calling City Hall at 423-337-6979.

We will assign spaces; however, all vendors are expected to be accommodating to the festival and other vendors, which may include having to adjust your assigned space to accommodate the needs of the festival.

Please return with your check payable to Sweetwater Merchants & Property Owners Association Inc to: SMPOA, P.O. Box 123, Sweetwater, TN 37874

FOR OFFICIAL USE:

---

Date received: \_\_\_\_\_

Payment: \_\_\_\_\_