

2026 Burton Cotton Gin Festival  
Craft – Commercial – Non-Profit Vendors  
**General Information and Rules**

1. **Commercial Liability Insurance:** As of 2026 all craft vendors a Commercial General Liability Insurance for an aggregate of \$1,000,000 is required to set up for the event. All vendors must have their own insurance and provide a certificate of coverage with their application **OR** pay \$75 to be covered by the TCGM, Inc. policy. If the vendor already has coverage, the following should be listed as “Additional Insured” on their policy: Burton Cotton Gin Festival; Texas Cotton Gin Museum, Inc; City of Burton; and Washington County.
2. **Electricity:** Electricity is available for small lights and appliances (up to 10 amps per vendor). Vendors **must** bring their own extension cords. A 100’ heavy-duty cord is recommended. There is a \$25 additional charge for electricity.
3. **Booth Setup and Vendor Equipment:** All booths will be on an asphalt surface; tent stakes are **not** allowed. The asphalt surface must not be damaged. Vendors must provide their own equipment, including tents, tables, chairs, etc.
4. **Booth Spaces:** Vendors are permitted a maximum of three booth spaces (or one 10×30 space). Vendors may not apply for additional booths at separate locations if they have already been approved for three spaces. Requests for additional space will be reviewed and approved at the discretion of the Festival Committee.
5. **Unloading Rules:** Vehicle and trailer unloading is limited to one hour per vendor. Vehicles are **not** permitted on the grounds post-unloading. Parking is available near the vendor area.
6. **Set-up Times:** Unloading and set-up times are from 7 to 10 A.M. on Saturday. All vehicles/trailers must be removed by 10 a.m. Re-stocking during festival hours must be done by hand. Golf carts are available for assistance. Early tent setup is possible on Friday after 3:30 p.m., but no security is provided.
7. **Parade:** A parade on Main Street will take place on Saturday at 10 a.m.
8. **Business Hours:** Craft vendors must open by 10:00 A.M. on Saturday and remain open until 6:00 P.M. You can take down your booth set up after 6:00 P.M.
9. **Licenses and Taxes:** Vendors are responsible for obtaining necessary licenses/permits and for collecting/reporting sales taxes.
10. **Confirmation:** Accepted vendors will receive confirmation shortly after application submission. A Vendor layout map with booth number(s) will be emailed by April 10th.
11. **Item Approval:** The Festival Committee reserves the right to ask vendors to remove items deemed inappropriate.
12. **Refunds:** Refunds of booth rental fees are subject to committee approval and are not given for inclement weather.

*Note: Completion of your application does not guarantee selection. You will be notified as soon as a decision is made. No refunds for inclement weather. Cash only for applications accepted after the deadline. The Burton Cotton Gin Festival Crafts Committee reserves the right to have any items, not previously approved for sale or misrepresented in*

*an application, removed from premises. If a vendor is found to be in violation of any statements in this application, that vendor may be dismissed from participation in the festival with NO fees being refunded. Your signature on the application indicates that you have read, understood, and agree to comply with the above terms and list of General information and Rules.*