



## Vendor Application

**Organization Name:** \_\_\_\_\_

**Applicant's Name:** \_\_\_\_\_

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

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip code:** \_\_\_\_\_

**Best Phone Number:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**\*Please Note\* - Email is the preferred method of communication.**

**Please make sure the email address you provide is printed clearly, up-to-date and checked frequently.**

### Application Type

- Non-Profit – Must hold a 501(c)3 and be located within Mesquite city limits
- Artisan – Must be original work of the artist, artisan or craftsman
- Business – Product is not hand-crafted; also includes commercial businesses, home-based businesses and professional services
- Go Texan Member

### Vendor Check List

- Completed application with signature/initials on pages 1-3, as requested. **The deadline for applications is 5 pm, March 31, 2010. No applications will be accepted after April 5, 2010.**
- Two photos representing the work to be displayed and booth presentation. Photographs and/or literature become the property of the Real. Texas. Festival. and will not be returned.
- Payment enclosed:
  - Check made payable to the City of Mesquite
  - Or credit card information and signature
    - Payment in full is due by April 5, 2010;
    - Payments or applications received between 5:01 pm, March 26, 2010 and 5 pm, April 5, 2010 will be assessed a \$50 late fee;
    - No payments or applications will be accepted after 5 pm, April 2, 2010.

### Exhibitor Agreement:

My entry implies my willingness to abide by all festival rules if accepted. My booth will be open and manned during all festival hours each day of the event and I understand **I may not dismantle my booth or begin loading out until after 11 pm, Saturday, April 24, 2010. I must have everything loaded out and be off site by noon, Sunday, April 25, 2010. Failure to abide by these policies will disqualify me from next year's event.**

I will take full responsibility for the safety of my employees, my work and myself. I will indemnify the City of Mesquite and will hold the City, its staff, volunteers or event sponsors harmless for any personal liability claims and loss or damage of goods that may arise from participation in the Real. Texas. Festival.

I understand my work exhibited must be consistent with what was submitted for acceptance and if my work is deemed inconsistent or obscene by festival management, I will be asked to leave the event and forfeit any fees paid.

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

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

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

# Real. Texas. Festival. Rules and Regulations

## FESTIVAL HOURS

The Real. Texas. Festival. hours are listed below. **Vendors are required to staff their booths during the hours the festival is open.**

- **Friday, April 23, 2010, 3–11 pm**
- **Saturday, April 24, 2010, 10 am–11 pm**

## APPLICATION

- The deadline for applications and entry fees is **5 pm, Wednesday, March 31, 2010.**
- Any vendor or food applications received after the deadline will be assessed a \$50 late fee.
- No applications will be accepted after 5 pm, Monday, April 5, 2010.
- **The Real. Texas. Festival. is a rain or shine event. No refunds will be given for inclement weather and vendors will not be permitted to load out early unless the festival is cancelled due to extreme weather conditions.**

## DISPLAYS

- Vendors using their own tents or displays must secure them with weights, weighted blocks or buckets. In-ground staking is permitted on grassy areas, but no staking will be permitted on paved surfaces.
- Vendor displays must be subject to City of Mesquite inspections. Vendors using their own tents must have a fire retardant certificate from the tent manufacturer attached to the tent.
- Real. Texas. Festival. management assigns individual booth spaces and reserves the right to make vendor location changes with no advance notice to the vendor. **Vendors may not change spaces or move their displays without the prior consent of the festival staff.**
- Vendors selling materials, items or hand-made creations must have a valid Texas Sales Tax ID number and may not sell any items outside of their particular classification, or risk removal from the festival. Sales must be confined to specified booth areas unless strolling rights are obtained (see **booth needs list**).
- If selling pre-packaged food products, vendors must call (972) 216-6468 for permitting requirements.

## PARKING AND LOAD-IN/LOAD-OUT

- **Load-in/Load-out times are adhered to strictly.**
- Vendors may load-in at the following times:
  - Thursday, April 22, 2010 from 9 am to 6 pm;
  - Friday, April 23, 2009 from 8 am to 1 pm;
  - All vendors **MUST** complete load-in by **1 pm, Friday.** **No vehicle load-in will take place after 1 pm,** as this allows time for municipal inspections before the gates open. Any merchandise brought into the festival after 1 pm, Friday must be brought in by hand cart.
- **Vendors may only load-out at the following time:**
  - **After 11 pm, Saturday, April 24, 2010 or Sunday, April 25 before noon;**
  - **No vehicle load-out will be permitted on Friday night.** Any merchandise removed from the event on these evenings must be removed by hand cart;
  - **All participating vendors must strictly adhere to load-in/load-out schedules – the only exception made will be for car show exhibitors or City entities.**
- Vendors may park up to two (2) vehicles in the southwest corner of the parking lot at Resistol Arena. Vendors will receive two parking passes and four (4) exhibitor badges. Vendors shall adhere to all traffic laws and conform to all statutes, ordinances, rules, orders, regulations and directions issued by any authorized authority of the federal, state, or city government.

## VENUE

- Festival staff reserves the right to alter vendor displays or to require the vendor to alter their display due to safety concerns.
- Festival staff reserves the right to stop or remove any vendor, or his or her representative, for performing any act or practice deemed to be offensive, obscene or objectionable from the festival.
- No outside coolers or food may be brought into the festival grounds – except for snacks or drinks for toddlers.
- Displaying or carrying of firearms is strictly prohibited except for uniformed officers of the Mesquite Police Department.
- The exclusive venue for any legal action under this agreement shall lie in the courts of Dallas County, Texas, and its terms or provisions, as well, the rights and duties of the parties hereunder, shall be governed by the laws of the State of Texas.

Vendor Initials:\_\_\_\_\_

## Real. Texas. Festival. Vendor Booth Needs List

### Space Fee\*\*

Non-Profit (10X10) .....\$75  
 Artisan (10X10) .....\$200  
 Business/Commercial (10X10).....\$275  
 Go Texan Member\*\*\* (10X10) .....\$120

\*\* Space fee includes space and 10 X 10 tent, 4 exhibitor badges and 2 parking passes.

\*\*\* Space fee includes 10x10 tent, 20-amp 110-volt power, sides and back to tent, 4 exhibitor badges, 2 parking passes,

### Booth Needs

10x20 tent .....\$75 (in addition to space fee)  
 Electricity (30 amps or less) .....\$25  
 Electricity (More than 50 amps).....\$50  
 Sides, back and front to tent (three panels).....\$35  
 Additional Parking Passes .....\$10 (per pair of passes)  
 Additional Exhibitor Passes .....\$10 (per pair of passes)  
 Tables for booth .....\$10 (per table)  
 Chairs.....\$5 (per pair of chairs)  
 Tent Lights .....\$10

### Special Requests

Strolling rights (ability to roam festival with product).....\$150  
 Corner booth space or end cap (first come, first served) .....\$75

**Total from above items**..... \_\_\_\_\_

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

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

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

Charge/Check Amount: \_\_\_\_\_

Please charge the listed total to the following credit card:\_\_\_\_\_

**Credit Card Type (circle one):**

**Master Card**

**Visa**

**Credit Card Number:** \_\_\_\_\_

**Exp date:** \_\_\_\_\_