

2nd Annual
Texas Reds Steak & Grape Festival

June 20-21, 2008



Craft Vendor Information Packet
Application Deadline:
April 25, 2008

APPLICATION DEADLINE
Deadline for submitting application:
Texas Reds – April 25, 2008

Dear Festival Applicant:

The City of Bryan Parks & Recreation invites you to apply to participate in the 2nd Annual Texas Reds Steak & Grape Festival to be held June 20-21, 2008. **June 20th will feature live entertainment and food only. Vendors will be featured on Saturday, June 21st from 10:00 a.m. to 10:30 p.m.**

Please review all application instructions carefully and note that the deadline for submitting the application for Texas Reds is **April 25, 2008**. You will be notified of acceptance by mail. Checks and photos will be returned only to those applicants not selected.

Please remember to include the following items once you have completed the application. **(1) your entry fee, (2) notarized hold harmless agreement, (3) copy of Texas Sales Tax and Use permit, (4) current photos of your products you intend to you use, and your overall display. (Color photocopies are acceptable.)**

Texas Reds is an outdoor event and there are no refunds for inclement weather.

Cancellation Policy:

Cancel prior to March 21, 2008 – 100% refund
Cancel prior to April 21, 2008 – 50% refund
Cancel on or after April 21, 2008 – **No refund**

All cancellations must be in writing and mailed to: Texas Reds Steak & Grape Festival, c/o Gwynne Shillings, 1309 E. Martin Luther King Blvd., Bryan, TX 77803.

If chosen as a festival vendor, you must be available for set up Saturday morning, June 21st and for teardown after the close of the festival. No vehicular traffic is permitted on festival grounds until after 10:30 p.m., after clearance by festival officials.

Owners will be responsible for keeping their pets leashed at all times and disposing of all pet waste along with providing necessary water and shade for their animal. Please have proof of rabies certificate available upon request.

Please review the attached Vendor information. If you have any questions, please contact us at (979) 209-5527.

We look forward to receiving your application!

Sincerely,

Gwynne Shillings
Special Events Marketing Coordinator
City of Bryan Parks & Recreation

APPLICATION DEADLINE IS APRIL 25, 2008
2ND Annual Texas Reds Steak & Grape Festival
Bryan, Texas
June 21, 2008
Set-up will take place after 6:00 am on June 21, 2008
Official Vendor Application

Contact Name: _____
 Company: _____
 Mailing Address: _____
 City, State, Zip: _____
 Home Phone: _____ Business Phone: _____
 Email: _____ TX Sales Tax #: _____

Please provide a detailed list of all items you will be selling during the Festival as well as the price ranges.

Festival Fees: No cash will be accepted. Check, cashier's check, or money order only.

Please fill out information below. The fees listed are for a 10x20 space. If additional space is needed, there will be an additional fee of \$50 per 10 feet of space. (Check all that apply)

_____ Commercial Vendor (10x10 space including tent) \$250 vendor fee
 _____ Commercial Vendor (10x20 space including tent) \$350 vendor fee
 _____ Local Clubs and Organizations (10x20 space including tent) \$150 vendor fee
 _____ 10x10 space (trailer only) \$150
 _____ 10x20 space (trailer only) \$250
 _____ **I require a space larger than 10x20 and will be submitting _____ in total fees.**
 _____ **Electricity Usage: \$10**

Please enclose photo of booth or trailer and menu items with pricing list. Accepted applicant's concession photos will become the property of the City of Bryan Parks & Recreation. Color photocopies will be accepted.

Electricity is provided. Please be specific on amperage and voltage:

_____ 110 VOLT _____ AMPERAGE/PHASE

TYPE OF EQUIPMENT _____

Vendor space requirements:

I have a trailer Trailer dimensions including the trailer tongue _____
I have a booth Booth dimensions _____

Circle the areas of the booth/trailer that you will serve from:

Trailer Tongue located on North End or South End?
 (Mark an X for Trailer Tongue location)

East Side
 North End South End
 West Side

Texas Reds will take place RAIN or SHINE. There are no refunds for inclement weather. There are no provisions for water. We do not provide drainage or disposal for water. The City of Bryan will not assume responsibility for damage or theft of your property. Vendor is responsible for submitting all applicable taxes directly to the proper agency.

APPLICATION DEADLINE IS APRIL 25, 2008

Festival Hours: Friday: 6:00 p.m. to 11:00 p.m. (**Entertainment & food only**)
Saturday: 10:00 a.m. to 10:30 p.m. (**All vendors and entertainment**)

Make check or money order payable to: Texas Reds Steak & Grape Festival, c/o Gwynne Shillings
1309 E. Martin Luther King Blvd. Bryan, TX 77803

My signature acknowledges that I will be present and my booth will be open during all advertised hours of Texas Reds. I agree to set up my area on Saturday morning before Festival opens. I agree to follow all rules and regulations set forth by Festival staff and understand that failure to do so can result in immediate expulsion without refund. I will have no illegal substances, or weapons on my person, my table, or my vehicle during the Festival.

Signed: _____ Date: _____

(Internal use only)

Business Name: _____ Location: _____

**Please use this area for comments or requests.
The Texas Reds Festival Committee reserves the right to assign space in accordance with other vendors and products.**

Vendor Checklist:

- _____ Check(s)/money order enclosed made payable to **City of Bryan**
- _____ **Hold Harmless signed and notarized**
- _____ **Pictures and pricing attached**
- _____ **Completed and signed application**

Make Check or Money Order to: City of Bryan

Paper Clip Check or Money Order Here (do not staple)

Please note cancellation policy:

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- Cancel prior to April 21, 2008 – 50% refund
- Cancel on or after April 21, 2008 – No refund

All cancellations must be in writing and mailed to Texas Reds Steak & Grape Festival, c/o Gwynne Shillings
1309 E. Martin Luther King Blvd. Bryan, TX 77803 or faxed to same at 979.209.5524.

HOLD HARMLESS AND INDEMNITY AGREEMENT
Texas Reds Steak & Grape Festival
June 20-21, 2007

I, _____, the Undersigned, binding my heirs, executors, administrators, estate and assigns, do hereby agree to completely and wholly release, indemnify and hold harmless the City of Bryan, its officers, agents, independent contractors, and employees for any and all claims, damages, harm, personal injury, including death, property damage, lawsuits and judgments, including court costs, expenses and reasonable attorney's fees, and all other expenses resulting from the activities, programs, and events occurring on the above-state date of the state festival in Bryan, Texas.

It is the understanding of all parties that this release, indemnity, and hold harmless agreement shall apply whether or not the claims, damages, harm, personal injury, including deaths, property damage, lawsuits, judgments, court costs, attorney's fees or any other expense arise from the negligence of whatever nature, omissions, willful or intentional acts of the vendors or vendor's officers, agents, employees, independent contractors, other representatives, invites, licensees, or guests.

If this vendor is other than an individual, vendor certifies, warrant and represents that the individual whose signature appears below is duly authorized to execute this Agreement on behalf of the firm, corporation, partnership or other entity who is the vendor.

IN WITNESS WHEREOF, this Agreement has been executed this ____ day of _____ 2007.

Vendor: _____

By: _____

Printed Name: _____

Title: _____

STATE OF _____

COUNTY OF _____

Before me _____ on this day personally appeared _____ known to me (or proved to me on the oath of _____) or through _____ (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledges to me that he executed the same for the purposes and consideration there in expressed.

Given under my hand and seal of office this ____ day of _____, A.D. _____.

(Seal)

Notary Public In and For The State of _____.

My Commission Expires _____.