

# Vendor Application

2009 General Sam Houston Folk Festival

Group/Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone (day): \_\_\_\_\_ (Evening/Weekends): \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

TYPE OF ENTRY (Circle one):	Arts	Crafts	Folk Arts	Photography
	Other (specify): _____			

MY ENTRY IS (Circle one):	Manufactured	Handmade
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BRIEFLY DESCRIBE YOUR PRODUCT(S) (use back if necessary).

<p>Booth Fees are \$100 per 10'x10' space if paid. by Jan 31, 2009;  <b>Any space used outside of a 10'x10' will incur and additional fee of \$100 per 10'x10' space.</b>                  \$125 if paid before April 1, 2009 and \$150 April 1, 2009                  Electricity (\$25 per 15 amp service required): <b>Folk Festival do not supply extension cords. Vendors are responsible for their own supplies.</b></p>	<p>Booth: _____                  Electricity: _____                  Total: _____</p>
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Special Needs: \_\_\_\_\_

INCLUDE 3 PHOTOS REPRESENTATIVE OF MERCHANDISE.

**NOTE: ALL VENDORS are required by law to have a TAX ID#. A one time sale permit can be obtained at no charge by calling the State Comptroller's office in Lufkin (936) 634-2621. Include copy with this application.**

The S.H.F.F is not responsible for lost, stolen or damaged articles or personal injury. Applicant's signature verifies agreement to rules set forth.

**I HAVE READ THE RULES AND GUIDELINES AND AGREE TO ABIDE BY SUCH.**  
**Signature here denotes agreement to the attached contract.**

**SIGNATURE :** \_\_\_\_\_

**(FOR OFFICE USE ONLY)**

<b>BOOTH NO:</b>	Amount\$	Date
	Cash	CK#

Notes:

CONFIRMED:

**2009 General Sam Houston Folk Festival Huntsville, Texas**  
P.O. Box 628 Huntsville TX 77342-0628

Craft Asst Coordinator:  
Bobbie Brazzil

**CRAFT OR SUTLER VENDOR CONTRACT**

Dates and Times for crafts sales:	
Friday, (School Day, expect 4000 fourth graders)	9:00 A.M. to 6:00 P.M.
Saturday, (Choir Festival Day, expect 3000 children)	9:00 A.M. to 6:00 P.M.
Sunday	12:00 A.M. to 5:00 P.M.

**YOU MUST BE OPEN ALL THREE DAYS FOR THE STATED TIMES**

Booth fees for craft vendors and sutlers' are \$100.00 for a 10' x 10' space. (Multiple spaces can be purchased. If electricity is required an additional charge of \$25.00 will be added for each 15 amp service needed. There are NO 20/20 plugs Participants are responsible for collecting and paying their own sales taxes, if any..

Participants are expected to maintain their own liability insurance and evidence of such insurance must be provided to the Festival management upon request. The Festival will not be held responsible for any claims arising from the use of products or services provided by any vendor.

No chairs, tables, tents, extension cords or lights, etc will be furnished. If you need it, bring it. The festival does not supply help for loading, setting up, Sales or taking down your booth.

**Allowed items have changed. Please read carefully.**

**Craft items should represent 19th Century crafts or crafts of ethnic origins.** Items for sale must be pre-approved by the craft vendor coordinator. **Send 3 photos of representative items** of the merchandise to be sold. Photos can be reviewed by website or e-mail. A complete list of the types of items to be sold must accompany the photos. **Items which are found not to be in keeping with the high standards for quality of the Festival or which are not on the list may not be sold.** You may not add to your list after it has been accepted with approval from the Crafts Coordinator. **If it is found that items are being sold that had not been permitted, you will be required to cease such sales and required to leave the premises at the close of business and that all monies will be forfeited.**

Craft vendors are encouraged to wear costume appropriate to the 19th century. This enhances the atmosphere of the festival, increases audience participation and attendance, and boosts sales for everyone.

**BANNED ITEMS: No aerosols may be sold, including silly string and hair dye. No explosives/fireworks, including throw-down poppers. No inflatable toys.**

**Crafts vendors are those who produce and sell their own works. ALL CRAFTS MUST BE ORIGINAL WORKS OF THE ARTIST. NO ITEMS MAY BE MADE FROM KITS. NO RESALE ITEMS.**

**Sutlers are those who sell items made of period appropriate materials that represent items of the period of Sam Houston or provide goods and publications used in the creation of traditional crafts or costuming. Sutlers may sell items which fall into either of these**

**categories. Sutlers must dress in period appropriate attire, and must set up under a period appropriate canvas shelter space Please advise the crafts coordinator of tent dimensions for purposes of assigning booth spaces. Sutlers must be fully clothed at all times when on the Museum grounds. Shirts must be worn at all times. No tee shirts with writing.**

Craft vendors and sutlers will be expected to set up Thursday evening or early Friday morning. Vehicles will need to be off the grounds by 8:30 a.m. on Friday. No vehicle will be admitted to the grounds after 8:00 a.m.

**Participants are expected to operate and maintain their exhibits or booths during the entire festival. No one is to shut down before closing hours** except in an emergency and only with permission from the Craft Coordinator. Vehicles will be allowed to enter the grounds at 6:20 each evening for restocking.

Applications to reserve booth space should be submitted with full payment by April 10, 2007. No spaces will be reserved without full payment. No late payments will be accepted. **No exceptions.**

**There are no rain dates and no refunds in the event of rain.**

**There are no refunds** if a vendor withdraws from participation. A vendor who withdraws may find an alternate to use the booth space with approval from the Craft Coordinator.

It is the sole responsibility of each Participant to secure the exhibit area assigned to them and the belongings contained therein. The Festival Management assumes no liability for any personal loss or injury to the Participant's staff, and/or booth guests, or for loss, damage or theft of any individual's belongings. Nor shall the East Texas Folk Festival, Inc., dba General Sam Houston Folk Festival, be required to maintain security or provide insurance for any damage or loss to any individual or any individual's property.

East Texas Folk Festival, Inc., dba General Sam Houston Folk Festival, reserves the right to cancel or close the Festival if, in the reasonable opinion of the management of the East Texas Folk Festival, the Festival premises are destroyed or damaged so as to render them untenable or unfit, or should any circumstance beyond the control of Festival management make impossible the fulfillment of its part of this contract. Provided, however, that in the event of such cancellation or closing all payments previously made and to be made hereunder to East Texas Folk Festival, inc., dba General Sam Houston Folk Festival, on this contract shall be considered fully earned and the East Texas Folk Festival, Inc., shall be released of any and all claims for losses, damages, costs or expenses of the Folk life Demonstrator or Craft Vendor by reason of such cancellation or closing. It is further understood and agreed that should a postponement of the Festival be advisable, later Festival dates may be selected and set within a reasonable time, all at the discretion of the management of the East Texas Folk Festival, Inc. It is further understood that should a change of announced Festival dates be considered advisable in the opinion of Festival management, this change may be effected by said Festival management without altering any of the terms or conditions of this contract.

Each Participant agrees to protect, defend, indemnify and hold harmless the East Texas Folk Festival, dba General Sam Houston Folk Festival and its officers, directors, agents, or any person, organization or company associated with the Festival against loss, damages, or expense by reason of suits, claims, demands, judgments and causes of action caused by Participant or the Participant's agents, arising out of or in consequence of the performance of this contract.

Festival Management can give indications of attendance at previous events, but cannot and does not guarantee attendance or profit levels at the Festival site. Any loss sustained is to be borne by the Participant.

The Participant herein acknowledges receipt and reading of all the Terms and Conditions of this contract. The Participant further agrees that he/she/it is responsible for obtaining a copy of the General Festival Rules and Instructions and any special additional instructions written for each section of the festival, and to read and understand same and is bound by such rules and instructions, incorporated herein by reference.

**I HAVE READ AND AGREE TO ALL CONDITIONS OF THIS CONTRACT.**

**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Group/Company Name:** \_\_\_\_\_