



**81st Annual Texas Dogwood Trails Festival Saturday, March 23, 2019**

Palestine Area Chamber of Commerce ♦ 401 W. Main St. ♦ P.O. Box 1177 ♦ Palestine, TX 75802 ♦ 903-729-6066  
Phone ♦ 903-729-2083 Fax ♦ www.palestinechamber.org ♦ info@palestinechamber.org ♦

**EARLY REGISTRATION DUE: February 22, 2019**

Dear Vendor,

The Palestine Area Chamber of Commerce hosts the longest running Dogwood Festival in the state of Texas and we invite YOU to apply for exhibitor space for our 81<sup>st</sup> year! The festival exhibitor space is held in the Historic District of Downtown and Old Town Palestine and begins at 9:00 a.m. and ends at 4:00 p.m.

All applications are juried with an emphasis on quality and variety in order to provide the best experience for our guests. Please submit the following items with your completed application: 1) photos of your booth 2) items to be sold 3) your payment to secure your space. (Unfortunately are not able to return your photos.) If we are unable to accept your request to participate due to an abundance of vendors with similar displays, your credit card will not be charged or your check will be returned. Please either mail, e-mail, or fax your application back to us at your earliest convenience or **no later than Friday, March 15, 2019**. We encourage you to please read the contract carefully and make copies for your files.

**ARTS & CRAFTS Vendors:** ALL vendors *must* have a white or beige canopy/cover. If you need us to provide a canopy/cover for you, please include cover fee listed on application with your booth space fee.

**FOOD Vendors:** Let us know "what's cooking" by including your complete menu. If you are paying for more than one location, please send us that menu as well. We allow **2 spaces per FOOD Vendor**. Unfortunately, we cannot exceed the 2 spaces.

If you are a returning vendor and you were happy with your space during the last festival, please indicate so on your application. We will do our very best to accommodate as many requests as possible based on electricity and water needs. Get your application in early since location requests will be first come/first serve.

**We look forward to working with you! – The Dogwood Trails Vendor Committee**

**Vendor Contact Information**

**Contact Name:**

**Business Name:**

**Address:**

**Phone:**

**Alt. Phone:**

**Email:**

**Texas State Sales Tax Number** (REQUIRED, if applicable):

(Food/Kids Zone Vendors Only) **Proof of Insurance: Yes or No** (circle one) **Carrier's Phone No.** \_\_\_\_\_

**New Applicant** \_\_\_\_ (How did you hear about us? \_\_\_\_\_) **Returning Vendor** \_\_\_\_\_

**Office Use Only**

**Date Received** \_\_\_\_\_ **Date Submitted to Board** \_\_\_\_\_ **Date Paid/ CC Run** \_\_\_\_\_

**Method of Payment: Cash** \_\_\_\_\_ **Check #** \_\_\_\_\_ **Money Order #** \_\_\_\_\_

**Credit Card** \_\_\_\_\_ **Conf #:** \_\_\_\_\_ **Declined:** \_\_\_\_\_

**Acceptance Letter Sent (Mail/Email/Fax/Call)** \_\_\_\_\_

**STEP 1: Choose Booth Space (Note: ARTS & CRAFTS spaces must have a white or beige canopy/cover.)**

**ARTS & CRAFTS**

**10X10 Booth Spaces:**

1 space \$70 \_\_\_\_\_ w/cover \$100 \_\_\_\_\_

2 spaces \$140 \_\_\_\_\_ w/cover \$190 \_\_\_\_\_

Non Profit: 1 space \$60 \_\_\_\_\_ w/cover \$90 \_\_\_\_\_

**FOOD \*Limit 2 per vendor\***

**10X20 Booth Spaces:**

1 space \$200 \_\_\_\_\_

2 spaces \$380 \_\_\_\_\_

Non Profit: 1 space \$150 \_\_\_\_\_

**KIDS ZONE**

**10X10 Booth Spaces:**

1 space \$70 \_\_\_\_\_ w/cover \$100 \_\_\_\_\_

Non Profit: 1 space \$70 \_\_\_\_\_ w/cover \$100 \_\_\_\_\_

15% of Total Sales \_\_\_\_\_

**After February 22nd Pricing:**

1 space \$120 \_\_\_\_\_ w/cover \$150 \_\_\_\_\_

2 spaces \$190 \_\_\_\_\_ w/cover \$260 \_\_\_\_\_

Non Profit: 1 space \$90 \_\_\_\_\_ w/cover \$120 \_\_\_\_\_

**After February 22nd Pricing:**

1 space \$230 \_\_\_\_\_

2 spaces \$410 \_\_\_\_\_

Non Profit \$200 \_\_\_\_\_

**After February 22nd Pricing:**

1 space \$120 \_\_\_\_\_ w/cover \$150 \_\_\_\_\_

Non Profit: 1 space \$80 \_\_\_\_\_ w/cover \$110 \_\_\_\_\_

15% of Total Sales \_\_\_\_\_

**STEP 2: Choose EXTRAS/Describe Booth**

**Water Line (No Charge):** Yes \_\_\_\_\_ No \_\_\_\_\_

**Booth Description** (Please list all items to be sold)

**Electricity (\$30)** Yes \_\_\_\_\_ / No \_\_\_\_\_ Amps/Volts \_\_\_\_\_

**\*Limited/ Must provide own cord**

**Please let us know what you will need the electricity for?**

**STEP 3: Payment Information**

Booth Amount \_\_\_\_\_

**Method of Payment:**

+ EXTRAS \_\_\_\_\_

Cash \_\_\_\_\_ M.O. \_\_\_\_\_

= **TOTAL** \_\_\_\_\_

Check \_\_\_\_\_

Credit Card \_\_\_\_\_

Checks payable to:

*Palestine Area Chamber of Commerce*

**Payment must be submitted before consideration!!!**

**Credit Card Information:**

Card # \_\_\_\_\_

Exp. Date \_\_\_\_\_

V-Code \_\_\_\_\_ Zip Code \_\_\_\_\_

Card Type: Visa /Disc /MC

**Step 4: Check List/ Important Information**

**Checklist of items to send:**

Payment \_\_\_\_\_

Photos \_\_\_\_\_

Application \_\_\_\_\_

Menu (if applicable)

Copy of Insurance (if applicable) \_\_\_\_\_

**Date Submitted** \_\_\_\_\_

**Our Contact Information:**

Palestine Area Chamber of Commerce

PO Box 1177 Palestine, TX 75802

(903)729-6066 phone

(903)729-2083 fax

info@palestinechamber.org

**Early Registration due: February 22nd**

\*Applications postmarked after that date are subject to additional fees so get yours in EARLY!

(See pricing information.)

**FINAL deadline: March 15th**

Unfortunately, we are unable to provide refunds once applications have been accepted.



**81st Annual Texas Dogwood Trails Festival Saturday, March 23, 2019**

This contract is between Palestine Area Chamber of Commerce, PO Box 1177, Palestine, Texas 75802 and the person whose name appears at the bottom of this form, hereinafter referred to as Exhibitor. The general rules of the Dogwood Trails Festival are incorporated into and made a part of this contract and shall be binding on the parties hereto:

1. Exhibitor agrees to display merchandise in an attractive manner.
  2. The sponsor reserves the right to reject or prohibit any exhibit or part thereof, including any person, articles, conduct, printed matter or souvenirs that, in its opinion are not suitable to and in keeping with the character of the "Dogwood Trails Festival" event. Decision of the sponsor is final. Booth exhibits shall not include any political material or materials which the "Dogwood Trails Festival" committee deems to be objectionable.
  3. Exhibitor's spaces are completely under a tent cover; however, exhibitors must protect their exhibits, merchandise, furniture, and fixtures, from natural elements, such as wind, rain, hail, and other damaging occurrences.
  4. Exhibitors are not allowed to use, sell, or advertise "Dogwood Trails Festival" on anything sold, as the Palestine Chamber of Commerce, sponsor of the event has that right.
  5. Exhibitors agree to assume all liability for damages or loss caused to the premises or their exhibit area by reason of their exhibit and agree to indemnify and hold harmless "Dogwood Trails Festival" and the Palestine Area Chamber of Commerce, sponsor of the event, its directors, officers, and members for all liability which might ensue by reason of his/her exhibit or presence at the event.
  6. Exhibitors shall indemnify the sponsor against all liability resulting from negligence of the exhibitor, their agents or employees and shall reimburse the sponsor for any loss or expense incurred by reason of negligence.
  7. Exhibitors may NOT assign this contract or their space or sublet all or any part of their space.
  8. Exhibitors are responsible for all items in their booth and all damages to all items in their booth. "Dogwood Trails Festival" is not responsible and does not guarantee against loss or damage due to theft, fire, wind, hail, rain, accident, sunlight, cold, injury or any other acts of God.
  9. Food Vendors and Kids Zone Vendors must provide proof of Liability Insurance Policy, and a Certificate of Insurance.
  10. Food vendors are responsible for booth trash removal. Dumping of Grease or Other Food Waste is not permitted.
  11. Setup of your booth can be no earlier than 6am, Saturday, March 23, 2019 and breakdown cannot be earlier than 4pm. NO EXCEPTIONS
- \* Check-in at the Chamber Office at 401 W. Main Street. (Come down Spring Street, turn onto Tennessee, then right onto Main)
- \* FOOD VENDORS may check-in at 6pm on Friday, March 22nd \* OTHER VENDORS may check-in at 6am on Saturday Morning, March 23rd. PLEASE DO NOT MOVE ANY BARRICADES
12. NO REFUNDS once a vendor has been accepted.
  13. "Dogwood Trails Festival" may be cancelled after commencement due to acts of God or other actions that may endanger any participants or exhibitors. In the event that "Dogwood Trails Festival" is cancelled, absolutely no refunds will be issued.

BY SIGNING BELOW, THE EXHIBITOR ACKNOWLEDGES RECEIPT, UNDERSTANDING, AND AGREEMENT TO THESE RULES AND REGULATIONS.

Print Name \_\_\_\_\_ Exhibitors Signature \_\_\_\_\_ Date \_\_\_\_\_