



# Wild West Festival

Saturday, September 19, 2009

8 a.m. to 4 pm.

## Vendor Application

Arts & Crafts/Sales/Activity Booth Space: 10 X 10

Food Vendor Booth Space: 12 X 12

**RETURNING VENDORS DEADLINE: JUNE 1, 2009**  
**Application Deadline: September 1, 2009**  
**Historic Downtown Springtown, Texas**

### ARTS & CRAFTS—SALES—ACTIVITY BOOTH FEES:

- A. All booths except Food Vendors, regardless of location: \$55
- B. Electricity Outlets are Limited—first come-first served basis (Fees are listed on the application form attached)
- C. All vendors (including Non-Profit Organizations) will pay a booth fee. Booth fee includes parking but not electricity.

### RULES:

1. Payment must accompany application form or reservation WILL NOT be held.
2. Two color photos of items to be sold MUST accompany ALL applications. All photos become property of the Wild West Festival Committee.
3. NO FOOD or BEVERAGES may be sold or distributed from a Craft, Sales or Activity booth.
4. Proof of Liability Insurance is required for ALL Activity Booths and must be submitted with application. Those activities, such as face-painting, cake walks, puppet shows, etc., which do not require physical participation that could result in bodily harm are exempt from this rule.
5. Staking your canopy into the pavement is NOT allowed.
6. Fans are allowed but generators are not allowed except for inflatable activities.
7. No AIR GUNS or SNAPS are allowed to be sold.

### FOOD VENDOR BOOTH FEES:

- A. On Concession Row: \$125
- B. Under the Tabernacle: \$150
- C. Electricity Outlets are Limited - first come-first reserve basis (Fees are listed on the application form attached)
- D. All vendors (including Non Profit Organizations) will pay a booth fee. Booth fee includes parking but not electricity.

### RULES:

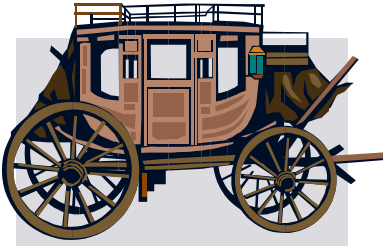
1. Designation of specific food to be sold must be made at the time of the application and will be considered on a first come-first served basis. Please indicate first and second choice of food to be sold. You will be contacted if the food categories that you have selected have already been filled. Please include a sample of your menu with your application. Menu with prices must be displayed during the festival hours for attendees to view easily.
2. The Springtown Area Chamber of Commerce RESERVES the right to sell all Beverages (Gatorade, Water, Carbonated Drinks, etc.). However, specialty beverages will be allowed on a limited basis.
3. Staking your canopy into the pavement is NOT allowed..
4. Once accepted, food categories MAY NOT be changed without prior approval.
5. PROOF OF LIABILITY INSURANCE is required of ALL food vendors and must accompany their application.
6. All food vendors must provide their own trash can.
7. The City of Springtown requires ALL FOOD VENDORS to obtain a Temporary Health Permit to operate a Food Booth at the Festival You may obtain your Food Permit by contacting City Hall at 817-220-4834.

### ADDITIONAL RULES & INFORMATION:

1. This is a juried festival requiring a September 1, 2009 deadline for receipt of application.
2. Check (or some form of payment) must accompany the application and will be deposited immediately upon receipt.
3. Vendors not being accepted will receive a refund.
4. TEXAS SALES TAX : Payment of sales tax on vendor transactions is the exclusive responsibility of the vendor.
5. Ice will be available for purchase by vendors for their personal use at a fee of \$2.00 for a 7# bag or \$4.00 for a 20# bag
6. Vendors will be assigned a specific location designated by a booth number and will be notified by mail of their booth number. Vendors should check-in with a festival representative or at the information booth prior to setting up their booth location at the festival. This Festival is based on a first come-first served basis and previous vendors are not guaranteed acceptance or their same booth location.  
**THERE WILL BE NO GUARANTEED BOOTH LOCATIONS BUT EVERY EFFORT WILL BE MADE TO ACCOMMODATE SPECIFIC REQUESTS.**
7. Returning Vendors MUST submit their application by **JUNE 1, 2009** to receive their same booth location from the previous year.
8. Applicants will receive notification of acceptance by August 15th. NO REFUNDS will be made for cancellation or removal for cause.
9. NSF Checks must be replaced with a cashiers check or money order. No vendor will be accepted who has not redeemed an NSF Check plus the \$30 returned check fee that will be assessed.
10. Vendors are required to furnish their own chairs, tables, awnings, umbrellas, 100 ft. extension cords, etc. Vendors are not allowed to stake their tents to the pavement.
11. Vehicles must be out of the barricaded festival area by 7:45 a.m. and will not be allowed back until after 4:05 p.m.
12. Vehicles ARE NOT allowed on the grass at the Tabernacle or in the City Park. Violators of this rule will be asked to leave without a refund.
13. Each vendor will be responsible for his or her own trash clean up. Vendors who break this rule will not be invited back!
14. ABSOLUTELY NO GENERATORS ALLOWED on the square.
15. We are a family friendly festival. As such, profanity or alcohol related products are not permitted. Craft vendors selling crafts with alcohol signage are asked to display the products at the back of the booth so that the products are not visible to the passerby.

Please read the Terms and Conditions carefully before signing and returning your booth application document. If you have any questions not covered by this form, please feel free to contact the Chamber of Commerce office at 817-220-7828 or via email at [chamber@ntbb.net](mailto:chamber@ntbb.net).

BOOTH NO. \_\_\_\_\_



# Wild West Festival Electricity Application Electricians Copy

1. Electricity will only be provided to those who complete an application and pay the appropriate price for their electrical outlet listed below prior to the festival.
2. Electricity is not a guaranteed to all applicants.
3. Notification of electrical acceptance or rejections will be given in your booth assignment letter scheduled to be sent out in August. .
4. Please complete the following form and return it with your booth application.
5. If you have any questions, please contact the Springtown Chamber of Commerce immediately at 817-220-7828.

Vendor Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Contact Numbers (2): Cell \_\_\_\_\_ Home/Business \_\_\_\_\_

Descriptions of what you will need electricity for: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please Check the box next to your Electrical Needs:

- 1  - 110, 20 AMP shared receptacle = \$15.00
- 1  - 110, 20 AMP direct connection to breaker = \$30.00
- 1  - 110, 30 AMP direct connection to breaker = \$40.00
- 1  - 220, 30 AMP direct connection to breaker = \$65.00

- ◆ Craft Vendor electricity is for minor electrical needs only. Air conditioners, screen printing machines, and other large electrical equipment **ARE NOT** permitted.
- ◆ Food Vendors if you have anything that produces extreme heat, such as fryers, warmers, or ice boxes, you will need a minimum of 30 AMPS.
- ◆ If you ask for additional electricity on site you will be charged double the listed price.
- ◆ If you fail to request electricity or the correct amount and wire into our electric source or another Vendors source you will be fined double the listed price and risk not being invited back.!
- ◆ Ice will be available for purchase from our Concessions Chairperson: \$2.00 for a 7# bag & \$4.00 for a 20 # bag.

**OFFICE USE ONLY:** RECEIVED: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CASH — CREDIT CARD — M O — CHECK? MO/Check #: \_\_\_\_\_ Total Amt. \$ \_\_\_\_\_  
(Circle One)

MC — VISA — DISC. — AM EX ? Credit Card #: \_\_\_\_\_ EXP. \_\_\_\_\_  
(Circle One)

Pictures included? Yes No Menu included? Yes No Proof of Insurance included? Yes No

**Please do not set up until you have been checked in @ information booth or by festival worker:**

Set up Times are as follows: Friday evening from 6 p.m. to 7 p.m. Saturday morning: 6 a.m. to 7:45 a.m. by booth number below

Saturday Set Up Times: Booths #1 to #46 = 6 a.m. Booths #47 to #93 = 6:30 a.m. Booth #94 to #178 = 7 a.m.

## 25th Annual Wild West Festival

Saturday, September 19, 2009

### Terms and Conditions

Please read the following Terms and Conditions carefully. Fill out the form below and sign.  
Submit the application to the Chamber of Commerce, Springtown Wild West Festival, P.O. Box 296, Springtown, TX 76082

- Merchandise and display of Participant is subject to approval of the Leaser, Springtown Chamber of Commerce, who reserves the right to require alterations, replacement and deletions of any material or activity which is deemed inappropriate for the festival.
- LEASER RESERVES THE RIGHT TO CHANGE BOOTH ASSIGNMENTS AT ANY TIME DEEMED NECESSARY.
- All vehicles will be out of the festival area by 7:45 a.m. and booths should be ready to operate at 8:00 a.m. Booths must be open until 4:00 p.m. and disassembled between 4:05 p.m. and 5:30 p.m. Those vendors assigned to the outside of the Tabernacle area may not bring their vehicles in until the center section is cleared.
- NO BLOCKING OF THE FENCE ENTRANCES TO THE TABERNACLE GROUNDS. Anyone who violates this rule will be towed.
- No vehicles should be parked or left unattended around the square, please write your cell phone number on your PARKING PASS so that festival representative may contact owners of vehicles.
- The undersigned hereby elects to and does release the Springtown Area Chamber of Commerce and its respective officers, agents and employees from any and all claims, demands, rights or causes of action of whatsoever kind or nature which the undersigned has ever had or may now have or may hereafter have, whether now known or which heretofore has even or hereafter may be sustained by the undersigned as a result of or in connection with or arising out of the undersigned's participation in the Springtown Wild West Festival
- The undersigned acknowledges that in the case of severe or hazardous weather or any other act of God, there will be no reimbursement of booth fees or any other monies submitted to the Chamber of Commerce, City of Springtown or the Wild West Festival. No money of any kind or amount will be returned except in the case of booth space rejection by the Wild West Festival Committee.

I, the undersigned, have read the Wild West Festival, Vendor Application rules as well as the above Terms and Conditions, including the release, and understand all terms stated therein. I execute this release voluntarily and with full knowledge of its significance.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
(PLEASE PRINT ALL INFORMATION)

Business Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Address City State Zip Code

Email Address \_\_\_\_\_ @ \_\_\_\_\_

Booth Type: \_\_\_\_\_ Arts & Crafts / Sales (10 x 10)(\$55) \_\_\_\_\_ Food Vendor (12 x 12)\* \_\_\_\_\_ Activities Booth (10 x 10) (\$55)

Booth Location Choices (subject to availability): (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_ (4) \_\_\_\_\_ (5) \_\_\_\_\_ (6) \_\_\_\_\_

Products & Items to be sold? \_\_\_\_\_  
*Describe items to be sold in booth*

# of Arts & Crafts / Sales Booths: \_\_\_\_\_ (\$55) # of Food Vendor Booths\*: \_\_\_\_\_ # of Activities Booth: \_\_\_\_\_ (\$55)

\*Food Vendor booth location (mark one): \_\_\_\_\_ Concession Row (\$125) \_\_\_\_\_ Under Tabernacle (\$150) Dimensions of Food Unit \_\_\_\_\_

Do you **need** a Corner Booth? YES NO Prefer Friday night set up? YES NO Prefer Saturday set up? YES NO  
(Circle one) (Circle one) (Circle one)

Do you **need** to be located next to a particular Vendor? YES NO If yes by whom? \_\_\_\_\_  
(Circle one)

**Electrical Outlets are VERY limited and are on a first come first reserve basis (Please answer the questions below accurately):**

Electricity needed? YES NO Yes, What is the electricity for? \_\_\_\_\_ How many Volts / AMPS will you need? \_\_\_\_\_  
(Circle one)

Shared Connection 110 plugs? (\$15 = 1 plug) \_\_\_\_\_ 30 AMP Plug (110) Direct Connection - (\$40) \_\_\_\_\_

Direct Connection 110 plug? (\$30 = 2 plugs) \_\_\_\_\_ 30 AMP Plug (220) Direct Connection - (\$65) \_\_\_\_\_

Food & Activity Vendors ONLY Insurance Carrier: \_\_\_\_\_ Policy #: \_\_\_\_\_

First Choice Food Item: \_\_\_\_\_ Second Choice Food Item: \_\_\_\_\_ Third Choice Food Item: \_\_\_\_\_

## 25th Annual Wild West Festival

Springtown Area Chamber of Commerce

P.O. Box 296

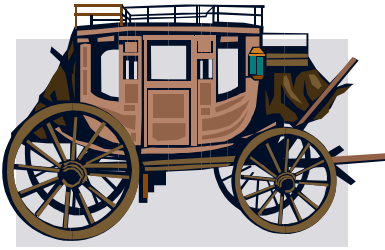
Springtown, TX 76082

Phone: 817-220-7828

Fax: 817-523-3268

Email: chamber@ntbb.net

U.S. POSTAGE  
PAID  
Springtown, TX  
Permit No. 43  
ZIP CODE 76082



### Wild West Festival Vendor Information & Application Enclosed



## 25th Annual Wild West Festival Springtown, TX September 19, 2009

Booth Vendor Application  
Deadline: September 1, 2009

You are cordially invited to participate in the 25th Annual Wild West Festival. Our festival draws more than 10,000 patrons to our historic downtown square to play, browse and buy during our one-day festival.

Early bird vendors applicants received by August 15th will be listed in the Wild West Festival promotional newspaper published and distributed by the *Springtown Epigraph* the week of the festival. The Wild West Festival promotional newspaper will also be available "free" to patrons during the festival at the information booth located under the Tabernacle. The chamber will sell souvenir festival t-shirts at the information booth on the square. Bagged ice for all vendors will be available for purchase (information included).

PLEASE RETURN ONLY THE COMPLETED Terms and Conditions Form, your payment, and the Electrical Application, if requested. KEEP THE RULES PAGE BACKED WITH THE BOOTH DIAGRAM. Thank you for your participation. We look forward to seeing you!!

