

Return Application by November 1, 2016:

Wylie Arts Festival, 300 Country Club Rd.
Wylie, TX 75098

(Please Print)
Company Name: _____

Contact Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone: _____ / _____

Cell: _____ / _____

E-mail: _____

Items You Sell: _____

Checklist:

- Sign the acknowledgement line on reverse side
- Email festival@wylietexas.gov the completed application, photographs, list and pricing of items.
- Mail check to address listed above and enclose a self addressed envelope, or call 972-516-6100 to pay with credit card (\$3 processing charge)

Fine Arts & Craft Booths (inside)(circle booth size)

5' X 8' - \$60 8' X 8' - \$95 10' X 10' - \$150

Outside 10X10 (rain or shine) - \$75

of booths needed _____

Food & Beverage \$300

Non-Profit Booths 15% Off Regular Booth Fees
(Non-profit applications will follow booth approval process)

Total Amount Enclosed \$ _____

All net proceeds for the Wylie Arts & Crafts Festival are used for the installation and maintenance of art within the City of Wylie.

**Light Up The Arts
In Olde City Park**



**December 3, 2016
FBC Events Center
Historic Downtown Wylie**

10 am - 5 pm

Vendors:

Please contact Carole Ehrlich for details.
972.516-6020 | carole.ehrlich@wylietexas.gov

Sponsorships:

Please contact Craig Kelly for details.
972.516-6016 | craig.kelly@wylietexas.gov

**Application Deadline
November 1**

www.WylieTexas.gov

Wylie Arts Festival

Saturday, December 3, 2016 · 10 am - 5 pm
FBC Events Center · Wylie, Texas
200 N. Ballard Avenue in Historic Downtown

Vendor Guidelines:

Fine Art & Handmade Crafts Vendors

- Original visual art, photography, graphics, fabric art.
- Handcrafted originals in wood, leather, metal, ceramics and glass.
- Handwoven baskets.
- Handmade jewelry, clothing or other handmade items deemed acceptable.
- Authentic antiques.
- Exhibitors are urged to demonstrate their craft.
- 1 outlet (120 volts) will be provided. No electric heaters please. Vendors needing additional power must make arrangements prior to event.

Festive & Unique Food & Beverage Vendors

- No alcohol sales allowed.
- Vendors must provide their own ice.
- Menu with prices must be posted in booth.
- Direct water hookup will be provided; vendors must furnish food grade hoses & connectors.
- Vendors must contact the Collin County Health Department and obtain a health permit at least two weeks prior to the event.
- Vendors using warming or cooking devices must have a charged fire extinguisher, with current inspection sticker (required 2A, 10B, C fire extinguisher), visible in booth. The Fire Marshal will inspect ALL vendors.
- Food vendors must provide power unless prior arrangements are made. No additional power will be provided beyond that requested in this application.

Non-Profit Vendors

- Application will be reviewed for approval in same manner as all vendors
- Vendor must have non-profit status (i.e. must be an IRS certified not-for-profit, such as a charity or civic group).
- Limited to one booth space per non-profit group.
- Items to be sold must be approved in advance; no services may be sold from the space.
- Raffles, drawings and/or solicited donations are PROHIBITED, unless approved in advance.

Registration Process:

1. Registration must be received on or before Nov. 1, 2016. Applications received after the deadline will be placed on a waiting list, and will be notified if space becomes available by November 15. Make checks payable to the City of Wylie. There is \$25 charge for returned checks.
2. No refunds will be issued after acceptance to event.
3. All vendors must submit completed applications electronically to festival@wylietexas.gov. Applications will be held until payment is received. The application should include photographs, list and pricing of items. Submission of this application does not guarantee acceptance.
4. Applications will be processed in the order they are received. Vendors will be selected by a panel and will be notified in writing. Payment will be returned if vendor is not selected.
5. All spaces are indoors unless otherwise noted in your acceptance letter. All equipment and merchandise must fit into the booth space and solicitation outside the space is prohibited. Vendors requiring more than one space must pay for additional spaces.
6. All vendors must provide their own lighting, tables, chairs and displays.
7. No hook-ups will be provided for motor homes or travel trailers at the festival site. Discount accommodations are available at the Best Western Plus Wylie Inn, 972-429-1771.
8. **Products offered must be handmade and appropriate for a festive, family event.**
9. **Vendors may only sell the items or conduct the activities that have been specifically approved in writing; Additional items will be removed.** The number of vendors offering the same or similar items will be limited. The City is not responsible for duplication of items among vendors. The City reserves the right to request removal of any items deemed to be illegal or in poor taste. Vendors may be asked to leave the premises immediately at the City's discretion.
10. Vendors shall not sublet or assign this contract to any other person, or any of the privileges conveyed herein.
11. Craft vendors must remain open from 10 am - 5 pm; food vendors until the end of the parade (approximately 8:30 pm).
12. The City reserves the right to cancel any vendor and the terms of this agreement at any time for any reason, without penalty to the City of Wylie. All decisions made by the City of Wylie will be final.

Festival Policies

No Refunds. The City of Wylie cannot guarantee any vendor a certain number of customers, nor do we promise any type of profit. No refunds due to inclement weather. As with any festival, show, or event, the vendor makes the decision to participate on their own. Should the event be postponed or canceled for an act of God, public safety, welfare or for any reason whatsoever, vendor hereby releases and forever discharges the City of Wylie, its officers, employees and agents from any and all liability and claims for damages which result from such postponement or cancellation.

Security: Security will be provided during the event; however, merchandise left overnight is at the owner's risk and responsibility. The City of Wylie assumes no responsibility for any property placed on the premises, and is released from any liabilities for any loss, injury or damage to person or property that are sustained by reason of the occupancy of the event site under this contract. All watchmen or other protective service desired by vendor must be arranged by prior special agreement with the representative of the City of Wylie.

Liabilities: Vendor shall indemnify the City of Wylie, its officers, employees and agents against, and hold the City of Wylie, its officers, employees, and agents harmless from any and all claims, actions, causes of action, liability, lawsuits, judgments, damages, injuries, cost or expenses, including reasonable attorney's fees, or injury to person or property or death of any person resulting from or based upon, in whole or in part, any act performed or omission in the performance of this contract by vendor, its agents, officers and employees. This indemnity is intended to protect the City of Wylie, its agents, officers and employees from the consequences of their own negligence. The provisions of this paragraph shall survive the termination of this contract.

Vendor hereby releases the City of Wylie from any actions for any loss or damage sustained by reason of any defect of any part of the water supply system, the sewage and drainage system, the gas system, electrical apparatus or wiring on the event site or any other premises or bandstand, and for any loss or damage resulting from fire, theft, water, tornado, rain, snow, strikes, civil commotion or riot, or otherwise caused by gross negligence of the City of Wylie.

I have read and agree to the Festival Policies and Vendor Guidelines.

Signature: _____