

Good Shepherd Episcopal Church

2929 Woodland Hills Dr. Kingwood, Texas 77339, 281-358-3154

Email: donnaclifford@goodshepherdkingwood.org, website: GoodShepherdKingwood.org

Saturday, October 26, 2019

10 a.m. – 4 p.m.

Thank you for showing an interest in our festival. We hope that this will be a great experience and that you come back year after year.

EXHIBITOR BOOTHS

Booths are assigned on a first come first served basis. Placement will be side to side in the parking lot. All booths will be 10' x 12'. Tables, chairs, display units, etc. are the responsibility of each Exhibitor. Multiple booths may be purchased at the time of application. Setup time begins at 7a.m. and ends at 9a.m.

IF YOU COME AFTER 9A.M. YOU WILL FORFEIT YOUR SPACE AND YOU WILL NOT BE ABLE TO SETUP.

BOOTHS

Booths must be confined to the space you purchase. This includes awnings, fold out, tables and chairs. Exhibits may not interfere with other exhibits or impede access to them or impede the free use of the street. Exhibitors may not assign, sublet or share any part of their designated space without the prior written consent of the Festival. All exhibits, including graphics utilized and products displayed, are subject to the approval by the Festival's Management Team. Signage, advertising and listings may appear in the booth ONLY as it appears on the face of this application. There will be no early take-downs.

NO RAIN DATE

The week of the festival, we will email you information containing your designated booth number and parking information. All applicants approved after October 24th, will be contacted by phone (this means we need your phone number) when a booth is assigned. **Exhibitors not occupying their allocated booth(s) by 9:00 a.m. on the day of the Festival will forfeit said space. The Festival Management Team is authorized to occupy same as it sees fit, without in any way releasing Exhibitor from any liability hereunder. All vehicles need to be out of the setup area by 9a.m.**

The total amount is due with your application. Payments may be made by check, cash or paypal. All booth assignments will be finalized 4 days prior to the festival, with an effort to separate same type items. Later applicants will be located in the remaining available spaces.

FEES

The following fee schedule is for Exhibitors:

Exhibitor Booth	\$70.00	Double Booth	\$130.00	Triple Booth	\$200.00
Parishioner Booth	\$60.00	Food Booth - \$300.00 (3 Total)(First forms and checks that come in get the spots)			

ALL BEVERAGE SALES (WATER, SOFT DRINKS, ETC.) WILL BE EXCLUSIVE TO THE FESTIVAL

After October 20th add \$10.00 to each booth price.

We expect all exhibitors to be cleared from the Church parking lot after the festival by 7p.m. Exhibitor parking will at the Church of Christ parking lot to the south of the Good Shepherd Parking Lot. Please do not park in private driveways or private parking areas.

Electricity is limited and will be \$25.00 extra per space

PRODUCT ELIGIBILITY

Exhibitors are expected to exhibit ONLY items that are suitable for viewing by all ages. Items of questionable taste or items that do not reflect the high standards of the Festival's Management Team will be prohibited. Any Item that could be determined to be divisive or controversial will be prohibited. We can accept or reject any vendor at our sole discretion.

Additionally, the following items will be prohibited:

- Any item that may violate federal, state or local laws.
- The sale of live animals.
- Any restraint devices, clubs, blackjacks, and other items designed and marketed for police use.
- Military, replica or war surplus items.
- Swords, daggers, switchblades and knives.
- Chemical defense items, paint ball guns and supplies, darts, stun guns, and martial arts weapons.
- Pornographic material and literature, or sexually oriented items and literature.
- Any displays, art, graphics, language, packaging, facsimiles, handouts, literature, costumes, uniforms and videos of any of the above.
- ALL Items must be new- No garage sale type items will be permitted.
- No political candidates can be endorsed or political items can be sold.

All rules and regulations will be fairly, strictly and unilaterally enforced by the Good Shepherd Church Festival Management Team. Your full cooperation will be appreciated.

THE UNDERSIGNED VENDOR AGREES TO THE CONTRACT TERMS AS STATED

1. Good Shepherd Episcopal Church are not liable for any loss or damage & will not be responsible for any personal injury to the vendor, his associates and/or merchandise. The Vendor hereby agrees to indemnify, hold harmless and defends the above named entities and the Good Shepherd Episcopal Church from any acts or omissions to act of the vendor, its employees, agents and assigns.
2. Vendors are responsible for any damage they may cause while participating in the day's events.
3. The vendor area will be clean and orderly upon departure.
4. Good Shepherd Episcopal Church reserves the right to restrict the sale or display of any item that have not been previously approved.
5. Termination of this agreement by the undersigned vendor results in the sponsor retaining one-half of the vendor's payment. There will be NO refunds after October 1st. No refunds other than described herein. All tax liabilities and permits are the sole responsibility of the vendor.
6. We reserve the right to change vendor's numbered spot. Vendor spot provided by email on or before October 16th (unless signed up after that date).
7. **Vendors will not take tickets and expect the Festival to reimburse them- we will not reimburse unless a prior arrangement has been made.**

PLEASE RETURN THIS APPLICATION PAGE BELOW WITH YOUR CHECK

Fall Festival October 26, 2019 10 a.m. – 4 p.m. Booth Application:

DATE _____ SIGNATURE _____ EMAIL _____

NAME (Print) _____ Amount Enclosed _____

PHONE# _____ ADDRESS _____

CITY _____ STATE _____ ZIP _____

PRODUCT SOLD/DISPLAYED _____

Please include a picture of your item.

Booth Space: \$60 Single Parishioner _____, \$70 Single Vendor _____, Double Booth \$130 _____

Triple Booth \$200.00 _____ Food Booth \$300.00 _____ (Check one)

Food Trucks please bring your own generators)

No. of Spaces Needed _____ Electricity _____ \$25.00

If you are paying thru Paypal please send to donations@goodshepherdkingwood.org

Please let us know if you are paying this way.

ALL BEVERAGE SALES (WATER, SOFT DRINKS, ETC.) WILL BE EXCLUSIVE TO THE FESTIVAL

After October 20th add \$10.00 to each booth price.

***** **Silent Auction** *****

*Participation in the Silent Auction is **optional**, however it is a wonderful opportunity for you to showcase your product or service! Festival vendors will have booth number and location along with your business cards and/or promotional flyers next to your donation. All donations are tax deductible. A receipt for your donation will be provided for your records.*

____ Yes! I would like to donate to the Silent Auction. ____ No, I won't be donating this year.

(Check one)

Item Description _____ Estimated Value _____

Thank you for your donation!