



**APPLICATION DEADLINE  
Postmarked by May 4, 2018**

Dear Food Vendor Applicant:

The Grapevine Convention & Visitors Bureau invites you to apply to participate in the 32<sup>nd</sup> Annual GrapeFest® – A Texas Wine Experience to be held September 13, 14, 15 and 16, 2018.

Please follow all application instructions carefully and note that the deadline for submitting the application for GrapeFest is **May 4, 2018**. Applications postmarked by May 4, 2018 will be considered on time. Due to the volume of applicants and limited space, we are unable to accept late applications – **the deadline date is firm**.

All applicants will be notified by letter of acceptance or non-acceptance by mail and email by June 22, 2018.  
Checks and photos (if applicable) are returned to applicants not selected.

The following items must be completed and enclosed for the application to be considered:

- (1) **Completed Application;**
- (2) **Notarized Hold Harmless Agreement;**
- (3) **Payment (the payment will only be deposited if you are accepted);**
- (4) **Current 4x6 photos of your products and your overall display; Maximum of six photos permitted;**
- (5) **Copy of Texas Sales Tax and Use Permit (photocopies are acceptable) and**
- (6) **Completed W-9 Form.**

**Cancellation Policy:**

Cancel prior to June 25, 2018 – 100% refund

Cancel prior to July 25, 2018 – 50% refund

Cancel on or after July 25, 2018 – **No refund**

**GrapeFest is an outdoor event and there are no refunds for inclement weather.**

All cancellations must be in writing and mailed to: GrapeFest, Grapevine Convention & Visitors Bureau, 636 S. Main St., Grapevine, TX 76051 or emailed to [BFeldner@GrapevineTexasUSA.com](mailto:BFeldner@GrapevineTexasUSA.com).

**PLEASE NOTE:**

- **Incomplete applications will not be accepted.** Be certain to initial and sign all required spaces.
- Photos become the property of the Grapevine Convention & Visitors Bureau.
- Submission of application does not guarantee acceptance or placement.
- No pets are allowed on festival grounds with the exception of service/and or guide dogs.
- If accepted, more detailed information regarding load-in information instructions will be sent. Festival load-in will take place after 8 p.m. on Wednesday, September 12.

Contact Barry Feldner, Festivals & Events Manager, at  
817-410-3126 or [BFeldner@GrapevineTexasUSA.com](mailto:BFeldner@GrapevineTexasUSA.com) with questions.

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**32<sup>nd</sup> Annual GrapeFest® - Grapevine, Texas  
September 13, 14, 15 and 16, 2018**

**Official Food Vendor Application**  
(Please print or type)

Company Name:	
Contact Name:	
Mailing Address:	
City, State Zip:	
Business Phone:	Cell Phone:
Phone Number During Festival:	
Email Address:	
Website Address:	

- Copy of Sales Tax Permit must be included with application. All sales tax collected from sales at GrapeFest must be paid to the City of Grapevine. **(Please initial to confirm)**
- I authorize Festival Management to share my contact information with anyone inquiring about my product after the festival. **(Please initial to confirm)**
- If chosen for festival a Temporary Food Permit must be submitted to Tarrant County by July 25, 2018. **(Please initial to confirm)**

\_\_\_\_\_ Number of times you have been selected as a vendor for GrapeFest in Grapevine, Texas

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Provide a description of menu items including portion size and coupon price. The cash value of each coupon is \$0.50 cents. All soft drinks and bottled water will be sold for no more than \$2.50 (5 coupons). If additional space is needed, please attach a separate sheet of paper with additional information. In trying to remain a family-friendly festival, we strive to maintain fair festival pricing along with portion controls. **No food vendor may sell an item for more than 18 coupons unless approved by festival management.**

**Only approved items shall be sold at the festival at the agreed prices.**

ITEM	FESTIVAL PORTION	PRICE (in coupons)	ITEM	FESTIVAL PORTION	PRICE (in coupons)

**You must enclose 4 x 6" photos of all items to be sold and 4 x 6" photos of the booth setup with the application. Photos submitted should showcase the quality of the product and booth setup that you intend to use. Photos will be retained by the Grapevine Convention & Visitors Bureau. These photos are viewed by the selection committee to determine the vendors that are selected. Maximum of six photos permitted.**

### VENDOR LOGISTICS (Please complete all information below)

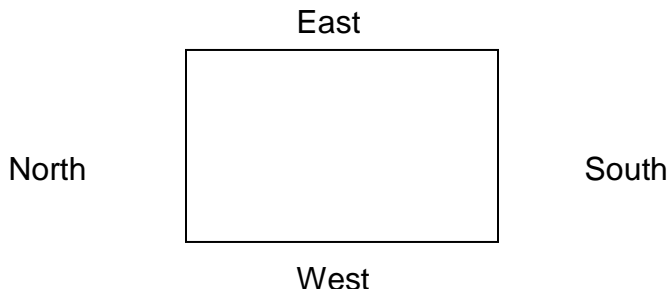
1. Do you have a trailer? \_\_\_\_\_ Is the tongue detachable? \_\_\_\_\_

If yes, what are the dimensions including the tongue? \_\_\_\_\_

2. Do you have a booth? \_\_\_\_\_

If yes, what are the dimensions? \_\_\_\_\_

On the box below, **mark 'S'** on any side you will be serving from and **mark 'X'** for the trailer tongue location:



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**Fees: No cash will be accepted. Checks, cashier checks or money orders made out to GrapeFest® must be paper clipped, not stapled, to the application.**

**Vendor Type - Please circle one: Commercial Vendor, Local Civic/Service Organization**

Commercial Vendor Pricing

10 x 10'	\$385 + 20% of Gross Sales
10 x 20'	\$435 + 20% of Gross Sales
10 x 30'	\$485 + 20% of Gross Sales
10 x 40'	\$535 + 20% of Gross Sales

Grapevine Civic/Svc Organization Pricing

10 x 10'	\$250 + 10% of Gross Sales
10 x 20'	\$300 + 10% of Gross Sales
10 x 30'	\$350 + 10% of Gross Sales
10 x 40'	\$400 + 10% of Gross Sales
10 x 50'	\$450 + 10% of Gross Sales
10 x 60'	\$500 + 10% of Gross Sales

\*If you need more than a 10 x 40' space, contact Barry Feldner for pricing.

Total Space Needed: \_\_\_\_\_

Electricity is included in the fee above. You must specify your electrical needs. Please complete the information below:

1. I need: 110v 20amp plug, how many? \_\_\_\_\_  
          110v 30amp plug, how many? \_\_\_\_\_  
          240v 50amp plug, how many? \_\_\_\_\_

2. There is no direct wiring.

3. We have limited water hookups available. Do you need water? (Circle one)    YES        NO  
If yes, please explain purpose: (If accepted, we will make every effort to accommodate all water requests, but it is not guaranteed)

\_\_\_\_\_

\_\_\_\_\_

The GrapeFest Committee reserves the right to assign space in accordance with other vendors and products. Please use this area for comments or requests.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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### Important GrapeFest® Information

Please initial next to each item in the space provided indicating you understand and agree.

- \_\_\_\_\_ **Submission of an application does not guarantee acceptance.**
- \_\_\_\_\_ **Menu items and prices are subject to approval to keep Grapevine festivals at family friendly portions and prices. Unless approved, prices may not exceed 18 coupons.**
- \_\_\_\_\_ All food vendors must accept coupons only. No cash transactions will be allowed. Vendors will reconcile coupons at close of business on Sunday at a designated location where you will receive a check.
- \_\_\_\_\_ GrapeFest will go on RAIN or SHINE. There are no refunds for inclement weather.
- \_\_\_\_\_ Each accepted food vendor will receive (2) vendor badges, regardless of booth size for unlimited festival access. Additional badges may be purchased for \$5 each.
- \_\_\_\_\_ We do not provide drainage or disposal for water or grease.
- \_\_\_\_\_ All electrical and water hookups are in the center of the street.
- \_\_\_\_\_ You must be approved for water and electrical hookup.
- \_\_\_\_\_ All food heating equipment must be shielded from the public. Proper fire extinguishers must be in booth/trailer.
- \_\_\_\_\_ The Grapevine Convention & Visitors Bureau will not assume responsibility for damage or theft of your property.
- \_\_\_\_\_ We do not offer **any exclusives** in food products.
- \_\_\_\_\_ Festival hours:
- |          |                      |
|----------|----------------------|
| Thursday | 10 a.m. - 10:30 p.m. |
| Friday   | 10 a.m. - 11:30 p.m. |
| Saturday | 10 a.m. - 11:30 p.m. |
| Sunday   | 11 a.m. - 6 p.m.     |



# HOLD HARMLESS AND INDEMNITY AGREEMENT

## GRAPEFEST®

September 13, 14, 15 and 16, 2018

I, \_\_\_\_\_, the Undersigned, binding my heirs, executors, administrators, estate and assigns, do hereby agree to completely and wholly release, indemnify and hold harmless the Grapevine Heritage Foundation, Grapevine Convention & Visitors Bureau, City of Grapevine, its officers, agents, independent contractors, and employees for any and all claims, damages, harm, personal injury, including death, property damage, lawsuits and judgments, including court costs, expenses and reasonable attorney's fees, and all other expenses resulting from the activities, programs, and events occurring on the above-stated date of the stated festival in Grapevine, Texas.

It is the understanding of all parties that this release, indemnity, and hold harmless agreement shall apply whether or not the claims, damages, harm, personal injury, including deaths, property damage, lawsuits, judgments, court costs, attorney's fees or any other expense arise from the negligence of whatever nature, omissions, willful or intentional acts of the vendors or vendor's officers, agents, employees, independent contractors, other representatives, invites, licensees, or guests.

If this vendor is other than an individual, vendor certifies, warrants and represents that the individual whose signature appears below is duly authorized to execute this Agreement on behalf of the firm, corporation, partnership or other entity who is the vendor.

IN WITNESS WHEREOF, this Agreement has been executed on

this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

Before me \_\_\_\_\_ on this day personally appeared \_\_\_\_\_ known to me (or proved to me on the oath of \_\_\_\_\_) or through \_\_\_\_\_ (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this \_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_

Notary Public In and For The State of \_\_\_\_\_.

My Commission Expires \_\_\_\_\_.

(Seal)