

GRAPEVINE, TEXAS MAIN STREET FEST A CRAFT BREW EXPERIENCE

APPLICATION DEADLINE
Postmarked by January 12, 2018

Dear Food Vendor Applicant:

The Grapevine Convention & Visitors Bureau invites you to apply to participate in the 34th Annual Main Street Fest to be held May 18, 19 and 20, 2018.

Please follow all application instructions carefully and note that the deadline for submitting the application for Main Street Fest is **January 12, 2018**. Applications postmarked by January 12, 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 February 16, 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;**
- (4) **Current 4x6 photos of your products and your overall display; Maximum of 6 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 February 16, 2018 – 100% refund

Cancel prior to March 16, 2018 – 50% refund

Cancel on or after March 16, 2018 – **No refund**

Main Street Fest is an outdoor event and there are no refunds for inclement weather.

All cancellations must be in writing and mailed to: Main Street Fest, Grapevine Convention & Visitors Bureau, 636 S. Main St., Grapevine, TX 76051 or faxed to 817-410-3038.

PLEASE NOTE:

- **Incomplete applications will not be accepted.** Be certain to initial and sign all required spaces.
- All 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 7 p.m. on Thursday, May 17.

If you have any questions, contact Barry Feldner, Festivals & Events Manager, at 817-410-3185 or BFeldner@GrapevineTexasUSA.com.

APPLICATION DEADLINE IS JANUARY 12, 2018

34th Annual Main Street Fest - GRAPEVINE, TEXAS
May 18, 19 and 20, 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 Main Street Fest 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)**

☐

Temporary Food Permit submitted to Tarrant County by April 1 if accepted. **(Please initial to confirm)**

_____ Number of times you have been an accepted vendor at Main Street Fest in Grapevine

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

You must enclose **4x6** photos of all items to be sold and **4x6** 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 6 photos permitted.

VENDOR LOGISTICS (Please complete all information below)

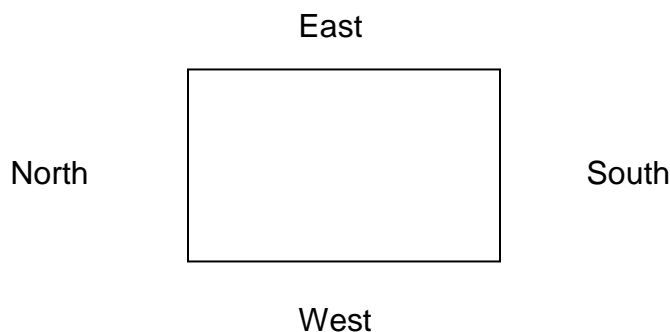
1. Do you have a trailer? _____ Is the tongue detachable? _____

If yes, what are the dimensions including the tongue? _____

2. Do you have a booth? _____

If yes, what are the dimensions? _____

At 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 Main Street Fest 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

If you need more than a 10x40 space,
contact Barry Feldner for pricing.

Grapevine Civic/Service 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

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 a guarantee)

The Main Street Fest 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 Main Street Fest 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.
- _____ Main Street Fest 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 hook up.
- _____ 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:
- | | |
|----------|-----------------------|
| Friday | 10 a.m. to 11:30 p.m. |
| Saturday | 10 a.m. to 11:30 p.m. |
| Sunday | 11 a.m. to 6 p.m. |

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Important Main Street Fest information

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

_____ Upon acceptance, your set-up will take place after 7 p.m. on Thursday, May 17, the evening prior to festival opening day.

Upon acceptance to Main Street Fest, vendors are required to provide a minimum of \$500,000 of general liability insurance. A copy of your certificate naming Grapevine Convention & Visitors Bureau as additional insured must be on file prior to placement in festival.

_____ All accepted food vendors must obtain a Tarrant County Temporary Food Permit no later than April 1, 2018.

_____ Cancellation policy: Cancel prior to February 16, 2018 - 100% refund
Cancel prior to March 16, 2018 - 50% refund
Cancel on or after March 16, 2018 – No refund

All cancellations must be in writing and received by the date listed above by either Fax: 817-410-3038 or by mail (see address below).

_____ Mail applications to: Main Street Fest
Grapevine Convention & Visitors Bureau
636 S. Main St.
Grapevine, TX 76051

My signature acknowledges that I will be present and my booth will be open and staffed during all festival operating hours of Main Street Fest. I agree to follow all rules and regulations set forth by festival staff and understand that failure to do so can result in immediate expulsion without refund. I acknowledge that the following are prohibited: pets, illegal substances or weapons on my person or in my booth or vehicle during the festival.

Signature

Date _____

Your application will be considered incomplete without all items submitted. Please initial each box confirming that all of the following items are included with your application:

- | | |
|--|--|
| <input type="checkbox"/> 1. Completed and signed application | <input type="checkbox"/> 4. Pictures and pricing attached |
| <input type="checkbox"/> 2. Hold Harmless signed and notarized | <input type="checkbox"/> 5. Copy of Texas Sales Tax Permit |
| <input type="checkbox"/> 3. Check, cashier's check, or money order enclosed made payable to Main Street Fest | <input type="checkbox"/> 6. Completed current IRS W-9 Form |

HOLD HARMLESS AND INDEMNITY AGREEMENT

MAIN STREET FEST

May 18, 19 and 20, 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)