

The Ennis Historic Downtown Merchants Association presents

Autumn Days in Ennis Fall Festival

Saturday, October 16, 2010

VENDOR RULES & REQUIREMENTS

Arts & Crafts: Arts and crafts and select retail merchandise are acceptable. Sponsor reserves the right to prohibit any items considered in bad taste or duplicate items. (1st come-1st serve)

Exhibit Hours: 10 a.m. to 5 p.m.

Exhibit Space: Location is along NW Main St or W. Knox St. on brick, concrete or asphalt with a street closure. Each space is approximately 10' X 10'. Exhibitors will be responsible for all booth structures, set-up and furnishings (e.g. tents, coverings, extensions cords*, signage, etc.)

Set up: Set up may begin at 7:30 a.m. on Sat.10/16/10. Booths must be completely assembled and open at 10 a.m. No booths will be allowed to close early without prior permission from the Festival Committee. **All exhibit participants are responsible for dismantling and cleaning space before leaving.** No participant will be allowed to set up without a signed, dated & approved application.

Security: Participants are responsible for the security of their goods & property. The Festival Committee nor Festival Sponsor are responsible for stolen, lost or damaged property, accidents or injury.

Fees & Registration: Each 10' X 10' exhibit space is \$50. The fee for electricity is \$15.00 (limited supply-see below) To reserve your space, please complete the form below with your **check payable to Ennis Historic Downtown Merchants Association.** Mail to Ennis Convention & Visitors Bureau / P.O. Box 1237 / Ennis, TX 75120 **ALL FEES ARE NON- REFUNDABLE – EVEN DUE TO INCLEMENT WEATHER.** Applications must be received by September 30, 2010. Confirmation & space assignment will be mailed by October 4th. If space is filled, you will be notified and your fee returned. Questions? Call 972/878-4748. **Special Note to Food Vendors: Individual city food permits are required for any type of food consumption. Cost of permit is \$25; submit with the separate attached application. Therefore, total exhibitor cost is \$75 for food vendors. Vendor and permit application must be completed and approved by Committee and health inspector.**

VENDOR APPLICATION

BUSINESS NAME:	CONTACT NAME:
ADDRESS:	DAYTIME PHONE:
CITY, STATE, ZIP	E-MAIL ADDRESS:
Description of items to be sold (A photo of items and/or a very detailed description of all items sold must be provided)	* Electrical requirements: (limited availability) & any special requests: \$15 fee required Number of 110 hookup requested: _____ NOTE: Minimum # of 220 hook-ups available Number of 220 hookup requested: _____ <u>Modification of electrical outlets is strictly prohibited and is subject to fines by the city of Ennis.</u>
_____ Number of 10'X10'' exhibit spaces (\$50 each)	Please indicate: () tent or () trailer

I hereby release all sponsors, co-sponsors, clubs, organizations, or individuals involved in Autumn Days in Ennis Fall Festival from any liability, product or personal for the duration of the event. I have enclosed my non-refundable vendor space fee plus food permit & necessary forms, if applicable. I have read the rules and I agree to abide by them. I understand that failure to comply with the rules set forth by the Festival Committee may result in termination of this contract without recourse by the participant and the Committee shall not be liable to anyone for this action.

Signature

Date

(Must be signed to participate in this event)

