



SATURDAY, NOVEMBER II, 2017

Vendor Application & Instructions

Deadline: September 30, 2017

Name: _____ E-Mail: _____

Address: _____

_____ (City) _____ (State) _____ (Zip Code)

Phone: _____ (Home) _____ (Business) _____ (Cell)

License plate number on vehicle: _____

Business Name: _____

How can we promote you? Please share your URL and usernames for websites, Facebook, Etsy, Twitter, etc.:

Check all that apply:

<input type="checkbox"/> A. Candles	<input type="checkbox"/> B. Ceramics, pottery
<input type="checkbox"/> C. Clothing (type)	<input type="checkbox"/> D. Fibers, batik, weaving, etc.
<input type="checkbox"/> E. Graphics, drawings, etchings, serigraphs	<input type="checkbox"/> F. Iron Works (type)
<input type="checkbox"/> G. Leather Work	<input type="checkbox"/> H. Jewelry
<input type="checkbox"/> I. Photography	<input type="checkbox"/> J. Paintings, acrylics, oil, watercolor
<input type="checkbox"/> K. Stained Glass	<input type="checkbox"/> L. Sculpture
<input type="checkbox"/> M. Other (please describe on reverse)	<input type="checkbox"/> N. Woodwork (type)

Do you make your own product? _____ Yes _____ No

Do you need electricity in the booth? _____ Yes _____ No (additional \$25)

Would you like Royalty provide a 6' table and linen in the booth? _____ Yes _____ No (additional \$25)

VENDOR AGREEMENT

1. Electricity will be available for small lights and appliances that will draw no more than a total of 10 amps per vendor. Vendors will need to furnish their own extension cords. A 100' heavy-duty cord is recommended.
2. Vendors must provide their own tent, equipment, tables, etc. All tables should be covered to the ground (or set up so that boxes and materials are hidden from sight.)
3. Exhibit spaces are **approximately** 10 feet deep by 10 feet wide. Work and personal belongings, such as tables, chairs, and boxes, must be contained within assigned space.
4. The festival will be held – Rain or Shine.
5. Refund of booth fees will not be given.
6. Unloading and set-up times are from 7:00 A.M. – 8:30 A.M. on Saturday. These are the only times during which vendor vehicles will be allowed close to the festival grounds. Re-stocking during business hours must be done by hand.
7. During set up, do not park beyond the orange flags.
8. Vehicles will not be permitted on the grounds at any time. Parking will be available near the vendor area.
9. Vendors must be open for business by 9:00 A.M. on Saturday and remain open for business until 5:00 P.M., but may remain open later – vendor's choice. Break down prior to 5:00 P.M. will disqualify you from any future festivals.
10. Vendors are responsible for having any required government licenses or permits. Vendors are responsible for collecting and reporting 6.75% TX sales tax if applicable. It is state law that you report your sales tax collected on this day. Please include your Sales Tax permit number on your entry application.

PAYMENT

The Vendor Booth Fee is \$100.00 per booth. If electricity is desired, an additional \$25.00 will need to be added. Booth assignments will be made at the discretion of Royalty Pecan Farms staff. **Booth locations will be assigned in order of receipt of applications.** Booth fees must accompany your application. We accept checks, money orders, VISA, MASTERCARD, DISCOVER, and AMERICAN EXPRESS. If the bank returns your check, you will be charged an additional \$30.00 handling fee.

Please make checks or money orders payable to ROYALTY PECAN FARMS and deliver payment to:

Harvest Festival
c/o Ashley and Company
3122 Texas Avenue South
College Station, Texas 77845

If paying by credit card, please fill out the form below or contact us with your credit card information.

Credit Card No.: _____	Exp. Date: _____	CVV: _____
Amt. : \$ _____	Authorizing Signature: _____	

VENDOR RELEASE AND ACKNOWLEDGMENT

I hereby make application to become an exhibitor at the ROYALTY PECAN FARMS HARVEST FESTIVAL. I have read and understand the rules that have been established by Royalty Pecan Farms, and I further agree to abide by the rules and regulations as enumerated herein and as may be set forth in the future. Furthermore, I hereby release and forever discharge Royalty Pecan Farms from any responsibility or liability for loss, claims, damages, theft, injury or accident. It is further agreed that this applicant shall maintain his/her space, merchandise, activities and business practices in compliance with the laws of the State of Texas and the City Ordinances of Caldwell and Burleson County. Applicant understands that any violation of or non-compliance with same may result in immediate expulsion of Applicant and his/her exhibit from the Festival. In addition Applicant understands that the signed application is a binding contract between him/her and Royalty Pecan Farms.

Name (printed): _____

Signature: _____ Date: _____

IMPORTANT -- Texas Sales Tax Id. No. _____

You may return application by one of these methods:

MAIL:

Harvest Festival
c/o Ashley and Company
3122 Texas Avenue South
College Station, Texas 77845

PHONE:

979.485.9802

EMAIL:

RoyaltyPecan@ashleyandcompany.com

Deadline: September 30, 2017 (Booth Fee of \$100.00)

To reserve your spot, please send your application and payment as soon as possible.