

CEDAR PARK FABLE FEST

Saturday, October 1, 2011



VENDOR BOOTH RULES & REGULATIONS

Set-Up Time:

Between: 9:00 a.m. and 11:00 a.m., Saturday, October 1, 2011 (if you need early access please call 401-5160 to make arrangements)

Booths must be set up and ready by 12:00 p.m. NOON Saturday, October 1, 2011 - * NO EXECEPTIONS!

PRICE:

\$120 Food Booths (10'x20' booth)

\$50 Single (10'x10' booth)

\$75 Double (10'x20' booth)

(\$95 Early Bird Rate before 8/31/11)

(\$25 Early Bird Rate before 8/31/11)

(\$50 Early Bird Rate before 8/31/11)

All application fees for Early Bird Special must be postmarked no later than Wednesday, August 31, 2011. Any applications received after this date will be charged the full booth price fee. Placement will be subject to the approval of the Fable Fest Committee and on "first come first served basis". Vendors will be given a packet of materials the day of check in, detailing setup procedures, assignment map and take-down procedures.

Please be advised:

- No booth may give away nor sell food or drinks except as approved by the Fable Fest Committee. The Fable Fest Committee has the right to refuse any vendor.
- Vendors failing to comply with all rules may be required to leave the show and forfeit all monies.
- Booths cannot be shared or subleased.
- *No fees will be refunded after September 15, 2011.*
- Exhibitions shall not block aisle with displays or persons promoting your booth. Exhibitors must keep demonstrations within assigned space.
- The receipt of application and fee is commitment to show. Once accepted, NO REFUNDS after September 15, 2011.
- Hours of Operation for the Fable Fest are as follows: Saturday, 12:00 p.m.-5:00 p.m. -Booths must be set up and ready to open by 12:00 p.m. Saturday, October 1, 2011. NO EXCEPTIONS!
- Exhibitors will not be allowed to disassemble their booth until 5:15 p.m. Saturday, October 1, 2011.
- It is herein agreed by both parties that the Cedar Park Fable Fest will retain full control of the creation and sale of any item bearing the name of Fable Fest.
- Please supply us with your web site. The Fable Fest Committee has the right to refuse any exhibit deemed inappropriate for this event, and remove any offensive or Inappropriate merchandise or displays.
- Exhibitors are responsible for their own set up equipment, such as tables and chairs or whatever may be needed for their display.
- Exhibitor is responsible for his/her equipment in case of loss or damage.
- Any exhibitor that sells a product must collect sales tax if they are not exempt and are responsible for reporting their own tax to the Texas State Comptroller.
- All booths and displays must be staffed and open during the hours of the show.
- *All exhibitors are responsible* for any permits including health permits from Williamson County or the sell of food.
- Exhibitor agrees to comply with all local, city and state laws, ordinances and regulations covering fire, safety, health and all other matters. All exhibit equipment and materials will be reasonably located within the booth and protected by safety guards and devices where necessary. The Exhibitor will take necessary fire precautions.
- Event will be held rain or shine- no refunds.
- No vendor may sell or give-away tote bags.
- Booths are selected first come first served.

Fable Fest is the annual fund raiser for the Cedar Park Public Library Foundation, a 501(c)3 non-profit organization. 100% of the proceeds are gifted to the Cedar Park Public Library to expand current collection of books, music compact disks, videos, and DVDs, underwrite technology system improvements, provide high quality educational and cultural programs for children and adults, interactive learning activities, educational toys for the children's room, and arts & craft materials to support innovated literacy and reading programs to inspire and enrich the practice of reading for life.

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Booth/Vendor Application Form

Exhibitor's Name _____

Address: _____

City _____ State _____ Zip _____

Phone Number(s): _____ cell _____

E-Mail Address: _____

Vendor type: ___ Artist ___ Community/Religious ___ Retail ___ Food/Concession

- VENDORS WITH ELECTRICAL NEEDS MUST HAVE A GENERATOR & CORDS • VENDOR IS RESPONSIBLE TO SUPPLY TABLE(S), CHAIR(S) AND OTHER ITEMS NECESSARY FOR BOOTH OPERATION, INCLUDING PERMITS!

Please indicate number of booths and the booth size:

If you are registering your booth before August 31, 2011 you can advantage of Early Bird Special:

\$95 Food Booth (10'x20' booth) _____ \$25 Single (10'x10' booth) _____ \$50 Double (10'x20' booth) _____

If you are registering your booth after August 31, 2011:

\$125 Food Booth (10'x20' booth) _____ \$50 Single (10'x10' booth) _____ \$75 Double (10'x20' booth) _____

Refer A Vendor. For every vendor you refer who submits and pays for a vendor booth, you will receive \$10 off of 2012 registration fee.

Vendor Name _____

Phone Number _____

E-Mail Address _____

**FEEL FREE TO COPY & DISTRIBUTE
FESTIVAL ENTRY FORMS**

We, the undersigned, herein referred to as Exhibitor, do understand this Application will become a binding contract upon acceptance by Fable Fest and are subject to the terms, conditions, and regulations which hereto constitute a part of, or are included in the Application and Contract. GENERAL RELEASE. The Exhibitor does hereby and forever discharge the Cedar Park Fable Fest Committee, The Cedar Park Public Library Foundation, the Cedar Park Public Library and it's partners of and from all manner of actions, suits, damages, claims, and demands whatsoever in law or equity, from any loss or damage to the Exhibitor's property while in possession, supervision, or auspices of the Cedar Park Fable Fest, its agents, representatives, or employees. I confirm that I have read page one of this contract.

Booth Representative's Name (Please Print) _____

Representative's Signature _____

Date _____

CHECKS SHOULD BE MADE PAYABLE TO: **CEDAR PARK PUBLIC LIBRARY FOUNDATION**

Mail form and payment to: Pauline Lam, c/o Cedar Park Fable Fest, 550 Discovery Blvd, Cedar Park, Texas, 78613,
E-mail inquiries to Yvonne.lane@cedarparktx.us



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FOUNDATION