



2019

To: All Vendors
131st Gillespie County Fair
August 22-25, 2019

The Gillespie County Fair & Festivals Association welcomes you to *Das Fair Market* at the 131st Gillespie County Fair, August 22 – 25, 2019.

Das Fair Market is located in the covered **Pavilion**, and the majority of Vendor Booths will be located there. Booths measure 10' x 15'. Building will be clearly marked as the Market. Additionally, we are planning to locate 4 – 6 Vendor Booths will be on the fairway near the concert/dance area. The cost for a 10' X 15' on the fairway is \$350. These vendors will be hand selected by the committee. If you are interested in a booth on the **Fairway**, please submit the regular fee of \$200 and check the box marked **Fairway**. If selected, you will need to submit an additional payment of \$150. You will be notified in advance. **Each vendor will be required to submit a separate deposit of \$100 for a booth space (see #3 under terms and conditions).** We would like to extend an invitation to you to join us in our goal to provide a variety of quality items to Fair attendees by building a strong base of returning vendors.

Enclosed is a Vendor Application. Please return the completed Application; payment-in-full in the form of a check, cashier's check, or money order; a detailed list and photos of the merchandise you wish to sell; and a copy of your active Texas Sales Tax Permit. **Applications will not be considered for inclusion in the Gillespie County Fair unless all of the above listed materials are submitted.** Space is limited to a total of 54 booths, so get your Application in early. Deadline for applications is August 9, 2019.

Please mail completed package to the Gillespie County Fair and Festivals Association; P.O. Box 526; Fredericksburg, Texas; 78624. If you have questions or need further information, please call the Fair Office at the number listed below.

Sincerely,
Gillespie County Fair & Festivals Association

Enclosure

PO Box 526
530 Fair Dr.
Fredericksburg, TX 7862

Office (830) 997-2359
Fax (830) 997-4923
www.gillespiefair.com
info@gillespiefair.com

VENDOR APPLICATION
131st GILLESPIE COUNTY FAIR
AUGUST 22 – 25, 2019
****Please Print****

Name of Vendor _____

Vendor's Business Name _____

Address _____

City State Zip _____

Home phone/ Cell Phone _____

Email _____

Submission of Vendor Application and Agreement (Application) does not guarantee booth space. If not approved, your application and deposit will be returned. If accepted, you will be contacted by telephone or email.

VENDOR DATES & TIMES

Set Up:

Thursday, August 22	8:00 am – 4:00 pm
Friday, August 23	8:00 am – 12:00 noon

Operating Hours:

Thursday, August 22	5:00 pm – 10 pm (optional)
Friday, August 23	1:00 pm – 11:00 pm
Saturday, August 24	10:00 a.m. – 12 Midnight
Sunday, August 25	10:00 am – 5:00 pm

BOOTH COST & REQUEST

_____ **Das Fair Market in Pavilion** \$200.00 per 10' x 15' booth space. (Booth assignments are not guaranteed. See item 3 under Terms & Conditions.)

_____ **Fairway** Total of \$350 for 10' X 15' booth space.

MERCHANDISE LIST & PICTURES

All applicants must submit pictures and a list of the merchandise they will offer for sale. **No food concessions allowed unless approved with our contracted food concessionaire, Shannon Cobb, and she can be contacted at 830-997-2359.** Food concessions are defined as any food that is dispensed to be eaten at time of purchase. Pictures will become the property of the Gillespie County Fair & Festivals Association. Any item not pictured or listed is subject to exclusion for sale at the Fair.

*****REQUIRED DOCUMENTS*****

Application is considered incomplete if any of these items are missing:

- **Completed Application and Vendor Agreement, signed and dated**
- **Check, cashier's check or money order for payment in full**
- **Copy of applicant's active Texas Sales Tax Permit**
- **A list of merchandise, including photographs**

TERMS AND CONDITIONS

1. The Gillespie County Fair & Festivals Association, Inc. (GCFFA), or any member thereof, assumes no responsibility for the assigned display space, equipment, or any display material therein. _____ (Initial)
2. Vendors may set up between 8:00 a.m. and 4:00 p.m. on Thursday, August 22, 2019, and 8:00 a.m. and 12:00 p.m. on Friday, August 23, 2019. All booths must be ready to open at 1:00 p.m. on Friday, August 23, 2019 **without exception. Any Vendor not set up by deadline forfeits his/her booth and deposit with NO REFUND** _____ (Initial)
3. Vendors will be required to give a booth deposit of \$100 for each space. In order to receive the deposit back you must meet the requirements listed below:
 - A. There must be no trash left in your area at the close of the Fair. This includes wood shavings, bags of trash, flooring, etc.
 - B. Your booth must be open and manned during the Fair hours. Early departure will result in loss of deposit.
 - C. No display equipment is to be loaded/unloaded during Fair hours. _____(initial)
4. Booth spaces will be assigned by the GCFFA committee based on date received and merchandise for sale. Corner booth requests may be made, but will be assigned upon availability. **No trading or swapping spaces is allowed.** While the GCFFA may restrict the number of booths selling similar merchandise, **NO ONE WILL HAVE EXCLUSIVE RIGHTS TO ANY PRODUCT** _____ (Initial)
5. **All Vendors are required to provide the GCFFA with a specific and detailed list of items to be sold.** Any application submitted without this information will not be considered. Any item not included on the list is subject to exclusion at the Fair. **Any Vendor selling products that produce any sort of projectile or make loud noise or generally create a nuisance, will be asked to remove those products from their booth.** Any item deemed distasteful by GCFFA officials shall be removed from display. If this request is denied, the Vendor will be asked to leave the grounds with no refund of booth fee. _____ (Initial)
6. All Vendors must collect city, county, and state sales tax, and pay same to the State of Texas Comptroller. An **actual copy** of your active TEXAS SALES TAX PERMIT must accompany this agreement; **proof of Active Status is not sufficient.** The State of Texas requires that certificates are clearly displayed in the sales area _____ (Initial)
7. All booth spaces are divided into 10' X 15' spaces. Please be sure that your booth will conform to this space **before** submitting your application. All items must fit inside the 10' X 15' booth – **no items may protrude into the aisle.** If Failed to keep products out of aisle you will forfeit deposit and be asked to leave with no refund. Selling or promoting material in any other area is strictly prohibited. _____ (Initial)
8. All accessories and/or furnishings such as backgrounds, dividers, tables, chairs, etc., must be furnished by the Vendor. _____ (Initial)
9. Upon arrival, Vendors must check in at the Fair office to receive passes. Each Vendor will receive a maximum of four (4) gate passes. Additional passes will be available at \$5 each. Vendor is responsible for staffing booth and is also responsible for the conduct and appearance of said staff. Vendor will receive one (1) temporary vehicle pass to load and unload. **Vendor MAY NOT park inside the fairgrounds. Vehicles left inside fairgrounds WILL BE TOWED AT OWNER'S EXPENSE.** _____ (Initial)

10. Uniformed Security Officers will be on duty during all hours of the Fair _____ (Initial)
11. No animals or pets are allowed on the fairgrounds, ADA service animals only _____ (Initial)
12. No smoking is permitted by any Vendor inside the Pavilion, the Exhibition Hall, or the fairway tent. _____ (Initial)
13. Noise levels of any kind, including but not limited to, PA systems, radios, demonstrations of merchandise, etc., must not interfere with neighboring booths. _____ (Initial)
14. Vendor agrees to indemnify and forever hold harmless the Gillespie County Fair & Festivals Association, Inc. (GCFFA) from and against any and all claims, liability and expenses for personal damage and/or loss arising from the use of GCFFA's facility and/or any other facility owned or under control of GCFFA by Vendor or his/her agents or his/her activities in connection herewith. _____ (Initial)

I, THE UNDERSIGNED VENDOR, DO HEREBY AGREE TO ALL TERMS AND CONDITIONS OF THIS AGREEMENT. SHOULD I FAIL TO DO SO, I AGREE TO FORFEIT ALL MONEY AND THE RIGHT TO PARTICIPATE IN THE GILLESPIE COUNTY FAIR.

VENDOR SIGNATURE _____ DATE _____

APPLICATION SUBMISSION DEADLINE

Completed Application must be received for committee review by Friday, August 9, 2019. **Incomplete Applications will be not be considered.** If Applicant resubmits completed Application, consideration will be given based on resubmission date. Any Application received after deadline will be considered a late application and will be subject to a \$25 late fee, payable with Application submission. **All late entries must have all required documents and payment submitted to the Fair office prior to arrival. No applications will be accepted after August 16th at 4 p.m. No "day-of" Vendors will be accepted.**

**RETURN TO:
GILLESPIE COUNTY FAIR & FESTIVALS ASSN., INC.
P.O. BOX 526
FREDERICKSBURG, TEXAS 78624**