

2011 SUMMERFEST SAN MARCOS
July 4, 2011
New Vendor Application

Dear Food and Crafts Vendor Applicant:

The Summerfest San Marcos Organizing Committee invites you to apply to participate in the 2011 Summerfest festival to be held Monday, July 4, 2011. Please follow all instructions carefully. New vendors applications will be received on a first-come first-serve basis **beginning Monday, May 9, 10:00 a.m.** Due to the number of applicants and limited booth space, we are unable to accept all applications received. Submission of application does not guarantee acceptance. All applicants are notified by an acceptance or non-acceptance letter. Checks will be returned to the applicants not selected.

The following items must be completed and enclosed for the application to be considered:

1. Completed application form
2. Entry fee
3. Signed Acknowledgement and Release form

Incomplete forms will not be accepted. Please be certain all spaces requiring initials or signatures are completed. Summerfest officials reserve the right to select or reject vendors. Summerfest is an outdoor event and there are no refunds for inclement weather.

Cancellation Policy:

Cancel prior to 4:00 p.m. June 3, 2011 – 100% refund

Cancel prior to 4:00 p.m. June 17, 2011 – 50% refund

Cancel after 4:00 p.m. June 17, 2011 – No refund

All cancellations must be in writing and mailed to:

Summerfest San Marcos, PO Box 721, San Marcos, TX 78667-0721

Or delivered to: Summerfest San Marcos, 617 IH 35 North, San Marcos, Texas.

Selected vendors need to have all equipment and products available for festival set-up Monday, July 4. Automobile traffic will be permitted on designated festival grounds before 4:00 p.m. and after 11:00 p.m. Monday, July 4.

Please review the attached Vendor Application. If you have any questions, please contact Rebecca Ybarra-Ramirez at (512) 393-5930. I look forward to receiving your application!

Sincerely,

Rebecca Ybarra-Ramirez
Summerfest San Marcos Co-Chair

VENDOR APPLICATION (Please Print)

Contact Name: _____

Organization/Company: _____

Mailing Address: _____

City/State/Zip: _____

Phone/Mobile: _____

Email: _____

Please indicate below your first and second main product choices for items to be sold. Vendors are limited to registered main items only. No vendor may offer for sale more than two main food items. We have a “**no duplication**” policy so the earlier your form is received with all required information, the more likely you are to get your first two choices. **No bottled water or cola beverages may be sold by vendors** - a designated vendor will be selling these products.

First Choice:

Item #1 _____

Item #2 _____

Second Choice:

Item #1 _____

Item #2 _____

Please read the following Summerfest information, then initial once read:

- _____ Vendor Application is \$100.00
- _____ Fee listed is for a 10x10 covered space
- _____ Two 110 volt electrical outlets will be provided
- _____ No cash or checks will be accepted - Cashier Checks or Money Orders payable to Summerfest San Marcos
- _____ Summerfest San Marcos Organizing Committee reserves the right to assign booth space in accordance with other vendors and products
- _____ Submission of an application does not guarantee acceptance
- _____ Vendors are limited to two main items only
- _____ Vendors are limited to registered main items only
- _____ Bottled water and cola beverages will be sold by designated vendor
- _____ There will be no duplication of food products
- _____ It is the vendor’s responsibility to pay all sales tax collected from sales at Summerfest San Marcos and paid to the appropriate entities
- _____ Vendor must provide tables from which to serve food or sale merchandise

- _____ Vendor must provide signage indicating booth sponsorship and cost of product or merchandise
- _____ Food Vendor must file necessary food handling permits required by City of San Marcos Health Department (512-393-8440) - \$30 Temporary Food Establishment Permit is required and valid for only 14 days; Fee can be waived with proof on non-profit status
- _____ All food vendors are cash only booths
- _____ Summerfest will go on RAIN or SHINE - There are no refunds for inclement weather
- _____ Incomplete forms will not be accepted
- _____ Drainage or disposal for water is not provided
- _____ Vendor parking will be available at the Grant Harris Building parking lot – first come first serve basis (One parking permit per 10X10 booth will be available to vendors morning of event)
- _____ City of San Marcos or Summerfest San Marcos will not assume responsibility for damage or theft of your property
- _____ Festival Hours are Monday, July 4, 2011, 5:00 p.m. to 11:00 p.m.
- _____ Set-up will take place on Monday, July 4, 2011 from 11 a.m. to 4:00 p.m.
- _____ Cancellation Policy: Cancel prior to June 3, 2011 - 100% refund
- _____ Cancel after June 3 and prior to June 17, 2011 4:00 p.m. - 50% refund
- _____ Cancel after 4:00 p.m. June 17, 2011 - No refund
- _____ Cancellations must be in writing and received by the date and time listed above - mail to Summerfest San Marcos, PO Box 721, San Marcos, TX 78667-0721 or delivered to 617 IH 35 North, San Marcos, TX 78666

Mail application with all required documentation and payment to Summerfest San Marcos, PO Box 721, San Marcos, TX 78667-0721.

I agree to follow all Summerfest Organizing Committee guidelines and understand that failure to do so can result in immediate removal from festival grounds without refund. My signature acknowledges that I will be present and my booth will be open and staffed during festival hours.

Signature: _____ Date: _____

Printed Name: _____

Organization/Business Name: _____

Checklist:

- _____ Completed application form
- _____ Entry Fee
- _____ Signed Acknowledgement and Release form

Organizing Committee Use: Date Received _____ Booth Space Assigned _____

ACKNOWLEDGEMENT AND RELEASE

I acknowledge there are risks involved in providing food vending services at Summerfest at San Marcos Plaza Park held July 4, 2011.

I release and agree to hold harmless the Summerfest Steering Committee, City, and its officers, agents and employees from any claims, causes of action, judgments, expenses or any other liability for personal injuries or property damage of any kind arising out of or in connection with my participation in this event.

Signature of Participant

Date

Printed name of Participant

Organization or Business Name

Organization or Business Address