



APPLICATION DEADLINE
Postmarked by May 10, 2019

Dear Artisan Vendor Applicant:

The Grapevine Convention & Visitors Bureau invites you to apply to participate in the 33rd Annual GrapeFest® – A Texas Wine Experience, presented by Bank of the West to be held September 12, 13, 14 and 15, 2019.

Please follow all application instructions carefully and note that the deadline for submitting the application for GrapeFest is **May 10, 2019**. Applications postmarked by May 10, 2019 will be considered on time. Due to the volume of applicants and limited space, **we are unable to accept late applications – the deadline date is firm.**

All applicants will be notified by letter of acceptance or non-acceptance by mail and email by June 21, 2019.
Checks and photos (if applicable) are returned to applicants not selected.

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

- (1) Completed Application;
- (2) Notarized Hold Harmless Agreement;
- (3) Payment (the payment will only be deposited if you are accepted);
- (4) Current **4x6** photos of your products and your overall display.
Maximum of six (6) photos permitted; and
- (5) Copy of Texas Sales Tax and Use Permit (photocopies are acceptable).

Cancellation Policy:

Cancel prior to June 12, 2019 – 100% refund

Cancel prior to July 12, 2019 – 50% refund

Cancel on or after July 12, 2019 – **No refund**

GrapeFest is an outdoor event and there are no refunds for inclement weather.

All cancellations must be in writing and mailed to: GrapeFest, Grapevine Convention & Visitors Bureau,
636 S. Main St., Grapevine, TX 76051 or emailed to BFeldner@GrapevineTexasUSA.com.

PLEASE NOTE:

- **Incomplete applications will not be accepted.** Be certain to initial and sign all required spaces.
- Photos become the property of the Grapevine Convention & Visitors Bureau.
- Submission of application does not guarantee acceptance or placement.
- No pets are allowed on festival grounds with the exception of service/and or guide dogs.
- If accepted, more detailed information regarding load-in instructions will be sent. Festival load-in will take place after 8 p.m. on Wednesday, September 11.

Contact Barry Feldner, Festivals & Events Manager, at

APPLICATION DEADLINE IS MAY 10, 2019
33rd Annual GrapeFest® - A Texas Wine Experience
Grapevine, Texas
September 12, 13, 14 and 15, 2019
Official Artisan Vendor Application
(Please print or type)

Please check **ONLY ONE** box for the category that best applies to your items:

- | | | |
|--|--|--|
| <input type="checkbox"/> Artwork | <input type="checkbox"/> House Accessories/Decor | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Children's Clothing/Accessories | <input type="checkbox"/> Jewelry | <input type="checkbox"/> Pottery |
| <input type="checkbox"/> Fashion and/or Accessories | <input type="checkbox"/> Metalwork | <input type="checkbox"/> Soaps/Lotions |
| <input type="checkbox"/> Fine Art | <input type="checkbox"/> Pet Products | <input type="checkbox"/> Woodwork |
| <input type="checkbox"/> Other: _____ | | |

Company
Name:

Contact
Name:

Mailing
Address:

City,
State, Zip:

Business
Phone:

Cell
Phone:

Phone Number
During Festival:

Email
Address:

Website
Address:

☐ I authorize Festival Management to share my contact information with anyone inquiring about my product after the festival. **(Please initial to confirm)**

☐ Copy of Sales Tax Permit must be included with application. All sales tax collected from sales at GrapeFest must be paid to the City of Grapevine. **(Please initial to confirm)**

_____ Number of times you have been selected as a vendor for GrapeFest in Grapevine, Texas

_____ First time applicant? (Y/N)

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- List **all artisan items** that you will be displaying or selling during the festival in the space below.
- **All items must be handmade by the applicant.** This list will be included in your vendor listing used for GrapeFest® collateral.
- **Only items listed and approved will be permitted in your booth.**
- **No food items for sale are permitted in this area.**
- Please use a separate sheet of paper if necessary.

ITEM	PRICE/RANGE	ITEM	PRICE/RANGE

You must enclose **4 x 6"** photos of all items to be sold and **4 x 6"** photos of booth setup with the application. Photos submitted should showcase the quality of the product and booth setup that you intend to use. Photos will be retained by the Grapevine Convention & Visitors Bureau. These photos are viewed by the selection committee to determine the vendors that are selected. **Maximum** of six photos permitted.

Fees: No cash will be accepted. Checks, cashier's checks or money orders made out to GrapeFest must be paper clipped, not stapled, to the application.

Please check one:

☐ I need one space (10 x 10' area) = \$375 ☐ I need two spaces (10 x 20' area) = \$750

Length of vehicle and/or trailer that will be brought onto street during vendor load-in: **(REQUIRED)**

Type and color of vehicle: _____

The GrapeFest Committee reserves the right to assign space in accordance with other vendors and products. Preferred or repeat booth placement is not guaranteed. Please use this area for comments, requests, or a brief explanation of products. Attach additional paper if necessary.

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Important GrapeFest® Information

Please initial each item in the space provided indicating you understand and agree.

- _____ Submission of an application does not guarantee acceptance.
- _____ Acceptance does not guarantee a booth in future festivals.
- _____ All products must be made by the applicant.
- _____ All sale and display items must be contained within your assigned and marked space.
- _____ One 110 volt electrical outlet will be provided.
- _____ The sale of food items is prohibited from your booth.
- _____ All artisan vendors must provide their own free-standing, covered tent, supplies and lighting. Vendors must bring a minimum of a 100 ft., personally-identified, heavy-duty extension cord. Vendors are responsible for providing their own tents, tables and chairs. Contact Barry Feldner if you are renting your tent for load-in instructions.
- _____ GrapeFest will go on RAIN or SHINE. There are no refunds for inclement weather.
- _____ Each accepted Artisan vendor will receive (2) vendor badges, regardless of booth size for unlimited festival access. Additional badges may be purchased for \$5 each.
- _____ There are no provisions for water.
- _____ No amplified sound equipment allowed in booth.
- _____ The Grapevine Convention & Visitors Bureau will not assume responsibility for damage or theft of your property.
- _____ We do not offer **any exclusives** in the Artisan category.
- _____ Festival hours:
- | | |
|----------|----------------------|
| Thursday | 10 a.m. - 10:30 p.m. |
| Friday | 10 a.m. - 11:30 p.m. |
| Saturday | 10 a.m. - 11:30 p.m. |
| Sunday | 11 a.m. - 6 p.m. |
- _____ Upon acceptance, your set-up will take place after 8 p.m. on Wednesday, September 11, the evening prior to festival opening day.

Important GrapeFest® Information Continued

_____ Upon acceptance, your set-up will take place after 8 p.m. on Wednesday, September 11.

Upon acceptance to GrapeFest, **all vendors** are required to provide a minimum of **\$500,000 of general liability insurance**. A copy of your certificate naming Grapevine Convention & Visitors Bureau as additional insured must be on file **prior to commencing operation**.

_____ Cancellation policy:

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All cancellations must be in writing and received by the date listed above either by email to BFeldner@GrapevineTexasUSA.com or by mail (see address below)

_____ Mail applications to: 33rd Annual GrapeFest®
Grapevine Convention & Visitors Bureau
636 S. Main St.
Grapevine, TX 76051

My signature acknowledges that I am the creator of my work, I will be present and my booth will be open and staffed during all festival operating hours of GrapeFest. I agree to follow all rules and regulations set forth by festival staff and understand that failure to do so can result in immediate expulsion without refund. I acknowledge that the following are prohibited: pets, illegal substances or weapons on my person, in my booth or in my vehicle during the festival.

Signature

Date _____

Please initial each box confirming that all items are included with your application:

- ☐ 1. Completed and signed application
- ☐ 2. Hold Harmless signed and notarized
- ☐ 3. Check, cashier's check or money order is enclosed and made payable to GrapeFest
- ☐ 4. Pictures and pricing attached
- ☐ 5. Copy of Texas Sales Tax Permit

HOLD HARMLESS AND INDEMNITY AGREEMENT

GRAPEFEST®

September 12, 13, 14 & 15, 2019

I, _____, the Undersigned, binding my heirs, executors, administrators, estate and assigns, do hereby agree to completely and wholly release, indemnify and hold harmless the Grapevine Heritage Foundation, Grapevine Convention & Visitors Bureau, City of Grapevine, its officers, agents, independent contractors, and employees for any and all claims, damages, harm, personal injury, including death, property damage, lawsuits and judgments, including court costs, expenses and reasonable attorney's fees, and all other expenses resulting from the activities, programs, and events occurring on the above-stated date of the stated festival in Grapevine, Texas.

It is the understanding of all parties that this release, indemnity, and hold harmless agreement shall apply whether or not the claims, damages, harm, personal injury, including deaths, property damage, lawsuits, judgments, court costs, attorney's fees or any other expense arise from the negligence of whatever nature, omissions, willful or intentional acts of the vendors or vendor's officers, agents, employees, independent contractors, other representatives, invites, licensees, or guests.

If this vendor is other than an individual, vendor certifies, warrants and represents that the individual whose signature appears below is duly authorized to execute this Agreement on behalf of the firm, corporation, partnership or other entity who is the vendor.

IN WITNESS WHEREOF, this Agreement has been executed on

this ____ day of _____, 20__.

Vendor: _____

Printed Name: _____

Signature: _____

Title: _____

STATE OF _____

COUNTY OF _____

Before me _____ on this day personally appeared _____ known to me (or proved to me on the oath of _____) or through _____ (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this ____ day of _____, A.D. _____.

Notary Public In and For The State of _____.

My Commission Expires _____.

(Seal)