

34th Annual
GrapeFest[®]
A Texas Wine Experience

Application Deadline:
Postmarked by May 1, 2020
Please retain this page for your records.

Hello Food Vendor Applicant!

The Grapevine Convention & Visitors Bureau invites you to apply to participate in the 34th Annual GrapeFest[®] - A Texas Wine Experience to be held on September 17, 18, 19, 20, 2020.

Please follow all application instructions carefully and note that the deadline for submitting the application for GrapeFest is **May 1, 2020**. Applications postmarked by **May 1, 2020** will be considered on time. Due to the volume of applicants and limited space, we are unable to accept late applications; thus, **the deadline date is firm**.

All applications are reviewed and juried by a committee to ensure family-friendliness and to limit the number of similar products being exhibited. All selections are based on representation of the works in the images submitted and booth presentation is a decisive factor in selection. All applicants will be notified by letter of acceptance or non-acceptance by mail and email by June 26, 2020. Checks are returned to applicants not selected.

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

1. Completed Application
2. Notarized Hold Harmless Agreement
3. Payment in the form of check, cashier's check, or money order
4. Six (6) current 4"x6" photos of your products and your overall display
5. Texas Sales Tax and Use Permit (photocopies are acceptable)
6. Current Request for Taxpayer Identification Number and Certification W-9 Form

Cancellation Policy

Cancel prior to June 17, 2020: 100% refund
Cancel prior to July 17, 2020: 50% refund
Cancel on or after July 17, 2020: No refund

GrapeFest is an outdoor event and will go on RAIN OR SHINE.
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 faxed to 817.410.3038.

Please Send Applications To:

GrapeFest
Grapevine Convention & Visitors Bureau
Attn: Jillian Hawkins
636 S. Main St.
Grapevine, TX 76051
OR
Email: JHawkins@GrapevineTexasUSA.com

**All Vendors are required to be open
during Festival Hours:**

Thursday, September 17: 10:00am - 11:30pm
Friday, September 18: 10:00am - 11:30pm
Saturday, September 19: 10:00am - 11:30pm
Sunday, September 20: 11:00am - 6:00pm

Please Note

1. **Incomplete applications will not be accepted.** Be certain to **initial** and **sign** all required components.
2. **Submission of application does not guarantee acceptance or preferred placement.**
3. If accepted, preferred placement (including previous placement) is **not** guaranteed. More detailed information regarding load-in instructions will be sent. Festival load-in will be Wednesday, September 16.
4. No pets are allowed on festival grounds, with the exception of service and/or guide dogs.
5. All submitted photos become the property of the Grapevine Convention & Visitors Bureau.

Contact Barry Feldner, Festivals & Events Manager, at 817.410.3126 or BFeldner@GrapevineTexasUSA.com for questions.

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34th Annual GrapeFest®
September 17, 18, 19 & 20, 2020
Official Food Vendor Application
Application Deadline: May 1, 2020

Company Name:		Contact Name:	
Mailing Address:			
City, State & Zip Code:			
Business Phone:	Cell Phone:	Phone Number During Festival:	
Email Address:		Website Address:	
<input type="checkbox"/>	Personal Check Number: _____	<input type="checkbox"/>	Cashier's Check Number: _____
<input type="checkbox"/>			<input type="checkbox"/>
		Money Order Number: _____	

Acknowledgements and Basic Information

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A copy of Texas 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 for acknowledgement.

I authorize Festival Management to share my contact information with anyone inquiring about my product after the festival. Please initial for agreeance.

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If accepted, I am responsible for submitting my Temporary Food Permit to Tarrant County by July 15, 2020.

If accepted, I am responsible for providing a copy of my insurance certificate with a minimum of \$500,000 of general liability that lists the Grapevine Convention & Visitors Bureau as additionally insured. This copy must be on file prior to placement in festival.

Yes | No First time applying to be a vendor at GrapeFest? Please circle yes or no.

_____ Number of times you have been an accepted vendor at GrapeFest.

Food Details

We strive to maintain fair pricing along with portion control for a family-friendly festival. Please provide a description of menu items including portion size and coupon price. If additional space is needed, please attach a separate sheet of paper along with this application.

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The cash value of each coupon is \$0.50 cents. All soft drinks and bottled water will be sold for no more than \$2.50 (5 coupons). No Food Vendor may sell any item for **more than 18 coupons. Only approved items shall be sold at the agreed prices.** Please initial for acknowledgement.

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Six (6) current 4" x 6" photos must be submitted with this application. Photos should showcase the product quality and booth setup to be used. All photos will be viewed by the vendor selection committee. Photos will be retained by the Grapevine CVB. Please initial for acknowledgement.

Item	Portion	Price in Coupons	Item	Portion	Price in Coupons

Vendor Logistics

Vehicle Details

Please state the make and model of your vehicle. _____

Length: _____ Color: _____

Trailer Details

1. Yes | No Do you have a trailer?
2. If yes, what are the dimensions including the tongue? _____
3. Yes | No If you do have a trailer, is the tongue detachable?

Booth Details

1. Yes | No Do you have a booth?
2. If yes, what are the dimensions? _____

Electricity and Water Needs

Electricity is included in the vendor fee. **There is no direct wiring.**
All electrical is single phase. Thus, please specify your electrical needs.

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110v 20amp Plug

How many? _____

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110v 30amp Plug

How many? _____

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240v 50amp Plug

How many? _____

We have limited water hookups available. If accepted to be a vendor, we will make every effort to accommodate all water requests, but it is **not** a guarantee.

Yes / No Do you need water access?

If yes, please explain your purpose for needing water access:

For Vendors with Trailers Only:

On the image below, please mark an 'S' on the side(s) you will be servicing customers from. Please mark an 'X' to notate the trailer tongue location and direction:



Vendor Type & Fees

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Cash payment is not accepted. Checks, cashier checks or money orders made out to GrapeFest are the only forms of acceptable payment and **must** be paper clipped to this application. Please initial for acknowledgement.

Please Initial for Acknowledgement of Pricing:

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Commercial Vendor Pricing:

1. 10'x10' = \$480 + 20% of Gross Sales
2. 10'x20' = \$530 + 20% of Gross Sales
3. 10'x30' = \$580 + 20% of Gross Sales
4. 10'x40' = \$630 + 20% of Gross Sales

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Grapevine Civic Service Organization Pricing:

1. 10'x10' = \$250 + 10% of Gross Sales
2. 10'x20' = \$300 + 10% of Gross Sales
3. 10'x30' = \$350 + 10% of Gross Sales
4. 10'x40' = \$400 + 10% of Gross Sales
5. 10'x50' = \$450 + 10% of Gross Sales
6. 10'x60' = \$500 + 10% of Gross Sales

Total Space Needed: _____

Payment Total: _____

Commercial Vendors: If you need more than a 10'x40'space, please contact Barry Feldner for pricing.

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 or requests.

Terms and Conditions

Please read and initial for acknowledgement of the statements below.

- | | |
|--------------------------|---|
| <input type="checkbox"/> | 1. Submission of an application does not guarantee acceptance.
2. Acceptance does not guarantee preferred or previous booth placement.
3. Menu items and prices are subject to approval.
4. GrapeFest will go on RAIN or SHINE . There are no refunds for inclement weather. |
| <input type="checkbox"/> | 5. All Food Vendors must accept coupons in 50 cent increments only.
6. No cash transactions allowed.
7. Vendors will reconcile coupons at the close of business on Sunday and will receive a check that evening.
8. We do not offer any exclusives in food products. |
| <input type="checkbox"/> | 9. We do not provide drainage of water.
10. There is limited access on site to dispose of grease.
11. All electrical and water hookups are in the center of the street and you must be approved for access.
12. All food heating equipment must be shielded from the public.
13. Proper fire extinguishers must be self-provided and available in the booth and/or trailer. |
| <input type="checkbox"/> | 14. The Grapevine Convention & Visitors Bureau is not responsible for any damage or theft of your property.
15. Upon acceptance to GrapeFest, all vendors are required to provide a minimum of \$500,000 general liability insurance. A copy of your certificate naming Grapevine Convention & Visitors Bureau as an additional insured must be on file prior to placement in the festival.
16. Upon acceptance to GrapeFest, all Food Vendors are required to provide a copy of your W-9 Form prior to placement in the festival.
17. Upon acceptance to GrapeFest, all Food Vendors must obtain a Tarrant County Temporary Food Permit no later than July 15, 2020 .
18. All accepted Food Vendors will receive two (2) vendor badges, regardless of booth size, for unlimited festival access. Additional badges may be purchased for \$5 each. |

My signature acknowledges that I will be present and my booth will be open with staff during all festival operating hours, that 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, and that I acknowledge that the following are prohibited: pets, illegal substances or weapons on my person or in my booth or vehicle during the festival.

Signature

Date

Your application will be considered incomplete without all items submitted. Please initial each box to confirm that all of the following items are included with your application:

- | | |
|--|---|
| <input type="checkbox"/> Completed and signed application | <input type="checkbox"/> Pictures and pricing attached |
| <input type="checkbox"/> Hold Harmless signed and notarized | <input type="checkbox"/> Copy of Texas Sales Tax Permit |
| <input type="checkbox"/> Check, cashier's check, or money order enclosed and made payable to GrapeFest | <input type="checkbox"/> Completed and current W-9 Form |

HOLD HARMLESS AND INDEMNITY AGREEMENT

34th Annual GrapeFest® September 17, 18, 19 & 20, 2020

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