CEDAR PARK FABLE FEST 5K and FESTIVAL

Saturday, October 28, 2017

FABLE FEST 5K

VENDOR BOOTH RULES & REGULATIONS

Set-Up Time: Between: 8:30 a.m. and11:00 a.m., Saturday, October 28, 2017

Booths must be set up and ready by 11:00 a.m. Saturday, October 28, 2017 - NO EXCEPTIONS!

PRICING: $100 Single (10'x10' booth) $150 Double (10'x20' booth)

Any applications received after Monday, October 9, 2017 will be charged an additional $25. Placement will be subject to the approval of the Fable Fest Committee and on a "*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:

- ⇒ 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.
- ⇒ Exhibitions shall not block walkways 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 October 9, 2017.**
- ⇒ Hours of Operation for the Fable Fest are as follows: Saturday, October 28, 2017 from 11:00 a.m. – 5:00 p.m. Booths must be set up and ready to open by 11:00 a.m. that day. NO EXCEPTIONS!
- ⇒ Exhibitors will not be allowed to disassemble their booth until 5:00 p.m. Saturday, October 28, 2017.
- ⇒ 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.
- ⇒ **Exhibitors are responsible for their own set up equipment, such as tables and chairs or whatever may be needed for their display and operation.**
- ⇒ 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 for the sale 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. Exhibitor will take necessary fire precautions.
- ⇒ Event will be held rain or shine - no refunds.
- ⇒ **Electricity is not provided. Exhibitors are responsible for their generators if their booths require electricity.**

Fable Fest is an 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 CD's, videos, and DVD's, 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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Vendor Application Form

Exhibitor's Name _____

Address: _____

City_____ State_____ Zip _____

Phone Number(s): _____ Mobile _____

E-Mail Address: _____

- 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 # of booths: $100 Single (10'x10' booth) _____ $150 Double (10'x20' booth) _____

I, 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. Exhibitor does hereby and forever discharge the Cedar Park Fable Fest and its partners of and from all manner of actions, suits, damages, claims, and demands whatsoever in law or equity, from any loss or damage to 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:
Julia Mitschke, c/o Cedar Park Public Library Foundation
550 Discovery Blvd, Cedar Park, Texas, 78613

Direct any inquiries to: 512-401-5630