



POTEET STRAWBERRY FESTIVAL ASSOCIATION **RULES GOVERNING EXHIBITORS**

1. **HOW TO APPLY:** Applicants must properly complete and sign the 2010 Poteet Strawberry Festival Application for Arts & Crafts/Commercial Exhibits. Photo copies of the application are acceptable.
2. Previous attendance is not a guarantee of acceptance into the 2010 Poteet Strawberry Festival. No booth spaces will be saved for anyone for any reason.
3. The space stipulated in this agreement is to be used only for the Exhibitor named in this contract during the dates specified. You **MUST** check in with the Exhibits Coordinator **BEFORE** setting up, this includes those vendors who are new or returning vendors.
4. The price paid for the exhibit space shall include: said space and fluorescent lighting under pavilion. The price of an outdoor space is net and does not include lighting. You must stay inside the space you leased as you will have neighbors. Parking is limited therefore you will be issued only 2 passes to park and 2 armbands for each 10x10 space. All other armbands will be \$5.00 each.
5. For an additional charge the PSFA will provide a convenient electrical outlet (**limit two lights**) or specified dedicated services. You are required to specify your electrical needs on the application. If the PSFA has to change out your breaker for a larger one than requested during the event, you will be charged an additional \$25.00 for the change-out due to the labor involved. Use the good neighbor policy and share the electricity with your neighbors.
6. The Exhibitor must provide all fixtures (i.e., 100' extension cord, tables, chairs, lights) in exhibit area. Any vendor selling any kind of food **must** have a fire extinguisher with a current date.
7. All improvements erected on said space shall be done at the expense of the Exhibitor, subject, however to the approval of the PSFA. Upon termination of an exhibit, all of said improvements should be removed at the expense of the Exhibitor, leaving the space in as good as condition as it was when it was occupied.
8. Exhibitors are required to submit a digital image representative of the work to be exhibited at the Festival. Please include a brief description of your work on the application. Additional brochures or biographical information can be included with your application.
9. Goods may be sold from the booth providing the sales are not in competition with PSFA concessionaires such as all food confections, beverages of all kinds, merchandise sold by the PSFA as official souvenirs and novelties sold by the carnival/midway.
10. All Poteet Strawberry Festival Grounds remain under the control of the PSFA and no demonstrators, banners, decorations, or advertising matter or special exhibits will be permitted except by prior approval.
11. The Exhibitor will not be permitted to exhibit any articles other than those approved in the application or display and advertise signs except his own.

12. The PSFA reserves the right to remove or prohibit exhibits which for any reason are deemed objectionable and in their judgment may detract from the general character of the event. This reservation includes persons, things, conduct, printed matter, or anything else, which in the opinion of the PSFA is unacceptable. If music is played, keep it low and nothing vulgar.
13. The Exhibitor is entirely responsible for the space leased and he/she agrees to reimburse the PSFA for any damages, which occur in the space, leased by the Exhibitor.
14. The Exhibitor will be solely responsible for his/her merchandise and exhibit. The PSFA will not assume responsibility for theft or weather damage to merchandise.
15. The Exhibitor is responsible for submitting all applicable taxes directly to the proper agencies.
16. The lease, these rules and regulations, and any other oral or written rules prescribed by the PSFA shall be final and any violation thereof shall constitute default of the lease. Violation of this can mean immediate cancellation of any agreement and forfeiture of all rental monies.
17. Exhibitors agree to allow the Poteet Strawberry Festival to use their digital images and application materials for promotional purposes.
18. PSFA recommends that the Exhibitor obtain liability insurance at the Exhibitor's own expense and PSFA would be written as additional insured. If insurance is acquired, proof of insurance should be provided to PSFA at P.O. Box 227, Poteet, Texas 78065. The PSFA assumes no risk and, by acceptance of this agreement, the Exhibitor expressly releases the PSFA and all of its Directors and representatives of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said booth space by the Exhibitor, and agrees to hold and save the PSFA and its Directors and representatives harmless of any loss or damage by reason thereof.
19. Absolutely no roving vendors allowed on PSFA Grounds.
20. No cars, recreation vehicles or other motorized vehicles are allowed in the Exhibit Area of the Festival Grounds during specified hours. Once your products are unloaded each day, your vehicle is to be moved to the designated parking area. Violation of this rule may cause expulsion.
21. Applicants agree to read and abide by the Festival Rules on the back of the application.
22. **HOSPITALITY:** The PSFA, our volunteers, city merchants and residents work together to create a helpful and pleasant environment for our guests and vendors. Information on the amenities of the Poteet area will be provided in your check-in packets. The PSFA runs an aggressive advertising campaign to promote the Festival. A festival brochure is being provided for your review.
23. **OPERATING HOURS FOR ALL EXHIBITORS:** FRIDAY 6:00 P.M. – 10:00 P.M.; SATURDAY 10:00 A.M. – 10:00 P.M.; SUNDAY 10:00 A.M. – 9:00 P.M.; **ENTERTAINMENT CLOSINGS:** FRIDAY – MIDNIGHT; SATURDAY – 1:00 A.M.; SUNDAY 10:00 P.M. No motorized vehicle of any kind is allowed on the Grounds until 30 minutes after the entertainment closes. Vendors may **hand carry** exhibits and merchandise out after Exhibitor hours; however, they must provide their own manpower. Vehicles must be off grounds

by 3:00 P.M. on Friday and by 9:00 A.M. Saturday and Sunday – **NO EXCEPTIONS.**

24. **QUESTIONS?** Please contact the PSFA by phone or email. We look forward to seeing you in Poteet!

Poteet Strawberry Festival
P.O. Box 227
Poteet, TX 78064
Phone: (830) 742-8144
Fax: (830) 742-3608

Refund requests must be submitted to the Exhibit Committee for review and approval

This form updated on December 8, 2010