



2017 Bowie West Fest

VENDOR APPLICATION

WHERE: Bowie Community Center 413 Pelham Street Bowie TX 76230

WHEN:

Friday, September 1 6pm-10pm Saturday September 2 10am-10pm, Sunday, September 3 11am-9pm and Monday September 4th 9am-4pm.

SET-UP:

Day before event – Thursday August 31 from 5pm-9pm Day of event – Friday September 1 from 7:00 am to 4:00 pm All additional vehicles MUST be moved out of the festival grounds by 4:00 pm on the day of the festival. Necessary inspections will begin prior to opening.

DEADLINE:

All applications must be submitted by July 31, 2017.

VENDOR SPACE:

Booth space is limited to a single 10'x10" booth (including all wires, stakes, poles, etc.) with a good roof that can withstand wind, rain and other inclement weather. Come prepared for all types of weather. You must secure your booth in case of windy conditions. All items being sold or displayed must be contained in booth space.

ELECTRICITY:

Vendors must list all electrical connections on application. Electrical arrangements must be made prior to your arrival. 15 amp/110 volt only. Last minute electrical changes will not be accepted. All generators must be approved by Bowie West Fest.

WEATHER:

The festival will not be cancelled because of rain. This is an indoor and outdoor event; be prepared for any type of weather. Tents, canopies and pop-ups must be secured to withstand the weather.

CERTIFICATE OF INSURANCE:

A current Certificate of Insurance is required for all vendors naming Bowie West Fest. as an additional insured. Certificate of Insurance is required before set-up.

REQUIREMENTS:

The exhibitor will be responsible to be open during the entire festival, or to let BWF know the times they plan to remain open. You cannot vacate early. Your booth must be neat, attractive and well-maintained. Signage with visible and clear pricing is required. You are responsible for setting up, maintaining and removing your own booth, merchandise and trash.

CONTACT US:

Vendor Coordinator Phone: 940-872-8910 Fax: 214-717-6644 Email: info@bowiewestfest.com Mailing Address: Bowie West Fest PO Box 152, Bowie TX 76230 Attn: Festival Committee

APPLICATION CHECKLIST:

Please mail, fax or email the following items for approval: Application Payment Affirmation & Liability Release Certificate of Insurance Photo of your booth / any high-quality photos for our website and advertising

KEEP THIS COVER SHEET FOR YOUR INFORMATION

Business Name: _____

Contact Name: _____ Phone: _____ - _____ - _____

Street or PO Box: _____

City: _____ State: _____ Zip: _____ E-mail Address (required): _____

Nature of goods to be sold: _____

Are you a 2nd Monday Vendor / Do you want the same space?: _____

Number of vehicle passes (max 2): _____ Anticipated date & time of set-up: _____

Do you have (please circle): Facebook, Twitter, Instagram Hashtag: _____

The deadline is July 31, 2017. Vendor hereby requests permission to display and sell the products and/or services listed above. Further, the Bowie West Fest, (BWF) reserves the right to approve any product/item a vendor may wish to sell or dispense as well as limit the number of concessions selling the same product/item. DO NOT bring items to the Festival unless previously approved. On the day of the Festival, our standards committee will be monitoring compliance.

I have read and understand and will abide with Bowie West Fest general information, procedures, rates and conditions.

By signing this application, I acknowledge that the Festival is subject to various weather conditions and state and federal safety and health regulations. No refund of application fees. Exhibits must remain open until closing.

Applicant Signature: _____ Date: _____

Please Print Name: _____

The above named has read and understands the general information, procedures and conditions and seeks admission as a concessionaire.

Bowie West Fest. reserves the right to refuse any application. Submission of this application does not guarantee a space.

_____ 10'x10' Vendor Outside Space \$50

_____ 10'x20' Vendor Outside Space \$100

_____ 10'x20' Vendor Pull In Space for trailers and food service \$150

_____ 10'x10' Vendor Inside Space \$80

_____ 10'x12' Vendor Inside Space \$150

Total Amount Enclosed = \$ _____

PAY BY CHECK Please make all checks payable to Bowie West Fest.

Mail to: Bowie West Fest

PO Box 152

Bowie TX 76230 ATTN: Festival Committee

PAY BY CREDIT CARD

By supplying the following information, your credit card will be charged for the full fee, as per your application, upon your acceptance as a Vendor at the SHAWNEE CELTIC FESTIVAL on May 27 & 28, 2017. Business

Name: _____

Please Circle: Visa MasterCard American Express Discover

Name on Credit Card: _____

Card #: _____ Exp: _____ / _____

Security Number: _____

Billing Address of Credit Card: _____

Phone Number: _____

Authorized Signature: _____

AFFIRMATION & LIABILITY RELEASE

I, _____, hereby affirm that I have been well advised and thoroughly informed of the inherent hazards and policies of the event. I know that by participating in the 2017 Bowie West Fest, I am exposing myself to certain known and unknown liabilities in my direct and indirect actions with the public and invitees of this event. I also understand that if I choose to hire help for the event, that I am directly responsible for their actions or injury. I hereby personally assume all risks associated with my voluntary participation in this event for any harm, injury or damage that may befall me or any employee or temporary help, as a result of my participation, whether foreseen or unforeseen.

I understand and agree that Bowie West Fest, Inc. located in Montague County in the state of Texas, their members and/or directors and officers may not be held liable in any way for any occurrence in connection with my participation in the 2017 Bowie West Fest that may result in injury, death, or other damages to me or my family, heirs, or assigns, and in consideration of being allowed to participate in this event, I hereby personally assume all risks in connection with said event for any harm, injury, or damage that may befall me, including all risks connected therewith, whether foreseen or unforeseen; and further to save and hold harmless said event and persons from any claim by me, or my family, estate, heirs, or assigns arising out of my participation in this event.

I further state that I am of lawful age and legally competent to sign this affirmation and release, or that I have acquired the written consent of my parents or guardians; that I understand the terms herein are contractual and not a mere recital; and that I have signed this document of my own free will.

It is my intention by this instrument affirmed by my signature below to exempt and release 2017 Bowie West Fest., their members, directors and officers from all liability whatsoever for personal injury, employer's liability and workers' compensation, property damage or wrongful death arising out of or in the course of my participation in this event.

I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS AFFIRMATION AND RELEASE BY READING IT BEFORE I SIGN IT.

_____ Company Name

_____ Signature of Participant _____ Date

_____ Print Name