



ARTS & CRAFT VENDOR

Vendor Information & Guidelines

2021 Old Fashioned 4th of July Celebration

PLEASE READ ALL THE FOLLOWING INFORMATION CAREFULLY BEFORE APPLYING.

- The festival will be located in Downtown Granbury, TX. The Old Fashioned 4th of July Celebration is an outdoor festival and will proceed rain or shine during the following days/times:
 - July 2nd: 4 pm – 8 pm
 - July 3rd: 11 am – 6 pm
 - July 4th: 11 am – 4 pm

***Please note: Times are still tentative. Final times will be announced closer to the event date.**

VENDOR APPLICATION PROCESS & PRODUCT RULES

- **RETURNING VENDORS:** A completed application AND payment in full must be submitted by May 15th if you would like to have the same spot as in previous years.
- All vendor applications undergo a juried process by the vendor selection committee. This ensures the festival has a wide variety of items to showcase and to avoid too much repetition.
- **ONLY handcrafted, original** work by the applicant(s) will be permitted in the vendor area. Acceptable works include paintings, watercolors, pen and ink drawings, etchings, photography, clay, metal work, jewelry, fibers, leather, glass, paper, wood, and other original works.
- Offset reproductions of an artist's original work must not comprise of more than 50% of exhibited works.
- **Commercial goods, mass produced items, and buy-sell items:** There will be a section of the square available for commercial sales. Space will be limited so it is important that vendors submit a completed application and payment early.
- Due to limited vendor space, we encourage you to apply early. Vendors will be limited to 50 spaces this year. Vendor applications will open to LOCAL HOOD COUNTY VENDORS ONLY until May 1st at which time, all other vendors are invited to apply. Applications are open until filled. Booth fee costs are listed on the appropriate vendor application. Postmarks honored.

****Your application is not complete until we have received all forms & payment****

- **RETURNING VENDOR APPLICANTS:** Please note that if your application AND payment is not received before May 15th, your vendor space from the previous year will not be held for you.
- **First-time applicants** – If you are a new vendor applicant, please submit at least (5) photos of the items you wish to sell at the festival to rachael@granburychamber.com.
- **Electrical is NOT guaranteed for Arts and Crafts Vendors** and is on a first-come, first-served basis. Vendors are responsible for their own extension cords and power strips. Cords must be taped down.
- Vendors are responsible for their goods and merchandise. The vendor should maintain proper insurance coverage over merchandise and booth display/equipment.
- Texas sales tax collection and payment are the vendor's responsibility.

VENDOR REFUND POLICY

- A completed application is your commitment to show. **No refunds will be made for cancellations or removal for cause.** Vendors will be notified of the received application AND acceptance of application via email.

VENDOR EXPECTATIONS

- Booths must be ready for business at least ½ hour prior to start of the festival. Set up instructions will be sent in mid-June.
- Vendors are responsible for their own booth set-up & supplies needed. Tents, tables, or chairs are ***not*** provided by the festival. Festival personnel are not responsible for helping with booth set-up or takedown.
- Vendors/Exhibitors are responsible for the protection of their exhibits from the rain.
- All tents must be firmly secured in case of wind. The festival takes place on a paved surface which prohibits the anchoring of supports into the ground. A system such as buckets filled with concrete may be used. You are prohibited from driving any nails or stakes into the pavement or Courthouse lawn to anchor your tent.
- Booth appearance is extremely important to the quality of the show and your business. Displays, tents, tables, etc. must be clean and in good repair. All tables must be covered to the ground. All boxes and extra merchandise must be stored out of sight and not behind your booth. Discount and sale signs not allowed. Signs with regular prices are allowed, if printed or neatly written. No hay, grass, or other vegetation is allowed in the booth areas.
- Booth spaces are 10' wide and 20' deep. All merchandise must fit INSIDE your booth.
- The Chamber of Commerce and its festival committee will review all booths on the first day of the show. We reserve the right to require removal of work that does not comply with show rules or is not included in your application.
- Vendors are required to remain open during advertised hours and may not leave early.

VENDOR LOAD-IN PROCEDURES

- Your booth assignment and your load in time will be sent to you prior to the event. It is important that you let us know how long you need to unload so that we can give you the appropriate load in time.
- If you will have a trailer attached to your vehicle, it is ***REQUIRED*** that you let us know the type and total length of the vehicle and trailer to help us with load-in.
- No vehicles will be allowed in the festival area later than ½ hour prior to the starting time.
- Vendor may request booth spaces, but the Granbury Chamber of Commerce has the final say on assignment. **No last minute “booth swaps” will be allowed.**

VENDOR LOAD-OUT

- Vendors shall remain open until the official end of the Festival. No vehicles shall be allowed in the festival area until after closing of the festival as this creates a huge safety concern to attendees & fellow vendors. If vendor vehicles enter the festival footprint before the close of the festival, you WILL be banned from the festival for one (1) year.
- Each vendor is responsible to clean up their booth space after the show. All trash, tape, etc. must be removed. Failure to do so will result in a \$50 fine and possible removal from future events.

DISCLAIMER OF DAMAGE OR INJURY

- The Granbury Chamber of Commerce Old Fashioned 4th of July Celebration cannot be held liable for loss or damage to art, crafts, merchandise or injury to anyone participating in the event. A Certificate of Insurance is required for all food vendors, and it is strongly encouraged for all arts & craft / nonprofit vendors. Vendors are required to sign the Release and Acknowledgement form on the application before participating.

VENDOR PARKING

- Vendor parking information will be sent with the set-up instructions in June.
- Parking for vendors is available near the festival footprint within a short walk.
- Vendor vehicles will be allowed in show area during set unloading times prior to the show and set loading times after the show. No vehicles allowed during open or closed hours. **Vendor parking is available just north of the square.** No one is allowed to drive over the curb to get into the square. **No parking on Bridge or Crockett Street at any time.**

OTHER INFORMATION

- 2021 is the 47th annual event featuring a parade, arts & craft vendors, food vendors, nonprofits, and fireworks.

SIGNED RELEASE AND VENDOR APPLICATION

All vendors will be required to sign the Artist Release and Acknowledgement Form as part of the application process.

By signing your applicable vendor application form, you are agreeing to ALL the above stated rules, guidelines & expectations of the Granbury Chamber's Old Fashioned 4th of July Celebration and as a vendor. If you violate any of the above states rules or guidelines or create any misconduct, you may be asked to leave and may be barred from the festival for at least one (1) year.

For additional info, contact us at: rachael@granburychamber.com or www.granburychamber.com. Thank you for your interest in Granbury's Old Fashioned 4th of July Celebration.