



# Pearland iFest 2017 Vendor Application

## Friday September 15, 2017 5 pm-10 pm

## Saturday September 16, 2017 11 am-10 pm

(Saturday Sept. 15<sup>th</sup>, 2017 Special Needs, Early bird Seniors 10 am-11 am)

Name of Company: \_\_\_\_\_ Contact Name: \_\_\_\_\_

\*Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ \*Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

\*Website: \_\_\_\_\_ \*Circle Social Media Presence: Facebook Instagram Twitter

*\*Denotes information that will possibly use in the program marketing and materials*

Description of Good/Services to be Sold/Exhibited: \_\_\_\_\_

### SPACE SIZE AND RENTAL FEES

#### Friday September 15<sup>th</sup>, 2017 Concert & VIP Day

VENDOR TYPE	DESCRIPTION	Available	FEE	INCLUDES	SPACE	SELECT
Food Vendors	-All necessary permits must be acquired and submitted 2 weeks prior to event <b>Sept. 1st</b> -Electricity/Generators must be provided by the vendor. (silent generators are preferred)	6 only	2 Day rate \$750.00	2 Personnel Badges	10 x 10	

#### Saturday September 16<sup>th</sup>, 2017 Festival Day

VENDOR TYPE	DESCRIPTION	Available	FEE	INCLUDES	SPACE	SELECT
For-Profit Vendor	Under Pavilion	8 only	\$400.00	2 Personnel Badges	10 x 10	
For-Profit Vendor	Non-Food Items -Arts & Crafts Vendors such As Photography, Painting, Jewelry, etc. -Company reps such as Realtors, Insurance Representatives, etc.	40 only	\$200.00	2 Personnel Badges	10 x 10	
Additional personnel badges	-Additional personnel badges are available for purchase.	Unlimited	Additional personnel badge \$5.00		Quantity  _____	
					Total:	

**\*VENDORS MUST HAVE AN INTERNATIONAL DISPLAY OF THE COUNTRY OF THEIR CHOICE TO ENHANCE THE ATTENDEES EXPERIENCE\***

The deadline for Vendor/Exhibitor space rental requests is September 8<sup>th</sup>, 2017.



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Register online at [www.PearlandiFest.org](http://www.PearlandiFest.org)

**Full payment for rental fees must be received by Friday, September 8<sup>th</sup>, 2017.**

**Check or Money Orders should be made payable to Pearland Foundation for the Performing and Visual Arts.**

There is a \$50 fee for all returned checks. Credit Card payments require the following information along with an additional 5% processing fee.

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Vendor Type: \_\_\_\_\_ Authorized Amount: \_\_\_\_\_  
 (Should match the vendor type selected on page one)

Account Type:  Visa     MasterCard     AMEX     Discover or  Check

Cardholder Name: \_\_\_\_\_ Account No: \_\_\_\_\_

Expiration Date (mm/yyvvy): \_\_\_\_\_ CVV: \_\_\_\_\_  
(3-digit number on back of Visa/MC, 4 digits on front of AMEX)

I authorize the above-named business to charge the credit card indicated in this authorization form according to the terms outlined above. This payment authorization is for the goods/services described above, for the amount indicated above only, and is valid for one time use only. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in this form.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Mail or email completed form and payment  
 to: Pearland Foundation for The  
 Performing and Visual Arts  
 2423 S. Houston Avenue,  
 Pearland, Texas 77581  
 Vanessa Adame - Vendor Coordinator  
[Vanessa@PearlandiFest.org](mailto:Vanessa@PearlandiFest.org)

We the undersigned hereby release the City of Pearland, Brazoria County, State of Texas, Pearland International Festival and any individual connected with this event from any all liabilities arising from any transactions or occurrences anywhere at said event and agree to hold such parties forever harmless.

Furthermore, we agree to adhere to all Vendor/Exhibitor rules and regulations below.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

For Additional Info:  
 Email [Info@pearlandifest.org](mailto:Info@pearlandifest.org) or  
[Joshua@pearlandifest.org](mailto:Joshua@pearlandifest.org)

**FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Space/Area Assigned: \_\_\_\_\_ Vendor Number: \_\_\_\_\_ Confirmation Sent: \_\_\_\_\_



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### **RULES AND REGULATIONS**

#### **Hours of Operation for Food Trucks/Vendors/Exhibits**

Friday, September 15<sup>th</sup>, 2017 from 5:00 p.m. - 10:00 p.m.

Saturday, September 16<sup>th</sup>, 2017 from 10:00 a.m. - 10:00 p.m.

#### **Acceptance**

This application becomes a contract once accepted by the **Pearland Foundation for the Performing and Visual Arts (the organizer of the Pearland International Festival)**, hereafter referred to as Pearland International Festival. You will receive a confirmation along with further instructions that may be necessary for day-of logistics.

#### **Space Assignment**

Pearland International Festival will attempt to assign spaces in order of registration, giving those who register first, with required payment, preferential locations. Final decisions regarding space assignments are at the sole discretions of Pearland International Festival and its representatives.

#### **Payment**

The full amount for booth space is required with this agreement. Payments may be made by check, money order, VISA, MasterCard, Discover or American Express. A 5% processing fee will be added to all credit card payments.

#### **DISCLAIMER:**

**The Pearland International Festival Executive officers reserve the right to limit vendors based on the type of product or service provided. As well as the duplication of such products or services. The Pearland International Festival executive officers also reserve the right to refuse any vendor to set up his/her booth if he/she is selling or displaying any items not previously written on the original application.**

#### **Cancellation by Vendor/Exhibitor Policy**

All cancellations must be in writing and are subject to the terms and conditions of this agreement.

Cancellations prior to September 8<sup>th</sup>, 2017, will receive a full refund, except for those secured by credit card. A 10% processing fee will be deducted. No refunds will be issued in the event of cancellation after September 9<sup>th</sup>, 2017.

#### **Food Trucks/Vendor/Exhibitor Move in/Move out Details**

1. Food Trucks will be allowed to set up on the square beginning at 2:00 p.m. Friday, September 15<sup>th</sup>, 2017. All food trucks are required to be completely setup by 4:30 p.m.
2. In the event that a food truck fails to occupy their assigned space by 4:30 p.m. on September 15<sup>th</sup>, 2017, their space may be reassigned. All fees paid by food truck will be forfeited.
3. Vendors/Exhibitors will be allowed to set up on the square beginning at 7:00 am Saturday, September 16<sup>th</sup>, 2017. All exhibits are required to be completely setup by 9:30 a.m.
4. In the event that a Vendor/Exhibitor fails to occupy their assigned space by 9:30 a.m. on September 16<sup>th</sup>, 2017, their space may be reassigned. All fees paid by Vendor/Exhibitor will be forfeited.
5. All vehicles, except those that are part of an exhibit, must be removed from the area after unloading. Exhibitor parking will be available. You will be provided with a parking pass in your check-in packet. No other parking lots will be available to vendors/exhibitors.
6. **Under NO circumstance will a Vendor/Exhibitor be allowed to move out prior to 9 p.m. Saturday, September 16<sup>th</sup>, 2017.**



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**Displays**

1. Vendors/Exhibitors must provide their canopies, tents, structures, tables, lights, display boards, showcases or other related materials.
2. Weights or sand bags must be used to anchor tents or canopies. NO HOLES, STAKES OR NAILS ARE TO DRIVE INTO PAVEMENT. Tent or canopy poles must have blocks to rest on.
3. Sales tax collection and payment are the exhibitor's responsibility. A sales tax permit must be displayed as well as other appropriate permits.
4. All vendors are asked to have an International display of the country of their choice to enhance the attendees experience. We will have a "best decorated booth" contest! the prize will be a complementary booth space for next year.

**Operations**

Vendors/Exhibitors must keep their exhibit open and staffed during the event hours. Pearland International Festival reserves the right to restrict exhibits to a maximum noise level, and to suitable methods of operation and display of materials. Vendors/Exhibitors will not be allowed to vend from racks or tables that are not located completely within their rented area. Attendants, models and employees must confine their activities to the space occupied by Vendor/Exhibitor. If for any reason an exhibit or its contents are deemed objectionable by Pearland International Festival, the exhibit is subject to removal. This reservation includes but not limited to persons, things, conduct, printed matter or any item of poor character that Pearland International Festival, at its sole discretion, considers or deems objectionable. In the event that an eviction or restriction occurs, all monies paid by Vendor/Exhibitor will be forfeited.

**Website**

Vendor/Exhibitor agrees to place a functioning link to the event website if a website is maintained by Vendor/Exhibitor in addition to promoting the event using social media campaigns.

**Subletting or Assignment**

No subletting, assignment or subdividing of space by Vendor/Exhibitor will be permitted without prior, written consent of Pearland International Festival. **NO EXCEPTIONS!**

**Liability**

Neither Pearland International Festival nor any of its sponsors associated with the event, officers, agents, directors or employees, hereafter referred to as Releases, are not responsible for any injury, loss or damage from or to any Vendor/Exhibitor, its staff or property. The Vendor/Exhibitor is solely responsible for the security of its property. Pearland International Festival accepts no responsibility for Vendor/Exhibitor's merchandise. Furthermore, Pearland International Festival accepts no responsibility for any injury, loss or damage to person(s) or property in the event of rain, severe weather or any other act of God.

**Vendor/Exhibitor, upon execution of this contract, expressly releases the Release against such claims plus acknowledges that in the event of rain, severe weather or any other act of God, there will be no reimbursement of rental fees or other monies submitted to Pearland International Festival.**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_