



Round Rock Texas Senior Citizens Foundation

P.O. Box 481 Round Rock TX 78680
www.RRDaffodilCapitalTX.US

Daffodil Festival Exhibitor/Vendor Application

Summary: Saturday, March. 24, 2007 • 9 AM - 4 PM • 301 W. Bagdad Ave., Bldg. #2, Round Rock, TX

Please Read **EXHIBITORS INFORMATION AND AGREEMENT** (pages 2 & 3) for complete details.

Business Name: _____
 Contact Name: _____
 Street Address: _____
 City: _____ State & ZIP: _____
 Phone: _____ Fax: _____
 E-Mail Address: _____ Website: _____
 Alternate Contact: _____
 Alternate Phone: _____
 Other E-Address: _____

Briefly describe your business and list the products you will promote or sell.
 (Continue on back if needed):

We reserve the right to refuse any application and to return fees.

FESTIVAL FACILITIES ORDER

	Ordered Before Mar. 2, 2007	Ordered After Mar. 2, 2007	Number Ordered	Amount \$	Your Special Requirements (Continue on back if necessary)
Inside Space	\$50	\$60	_____	_____	_____
Outside Space	\$45	\$55	_____	_____	_____
Curb Space	\$65	\$75	_____	_____	_____
10A Outlets	\$7	\$10	_____	_____	_____
2½' x 6' Tables	\$10	\$15	_____	_____	_____
Chairs	\$5	\$7	_____	_____	_____

Total \$

Mail your payment, along with a signed copy of this 3-page form to:

Round Rock Senior Citizens Foundation
 Attn: Jesus (Jesse) Franco
 P.O. Box 481
 Round Rock TX 78680

We recommend you keep a copy of this form for your records and that you bring a copy with you to the festival.

EXHIBITORS INFORMATION AND AGREEMENT

Please visit our website, www.RRDaffodilCapitalTX.US, for lots more Festival information.

Admission is free to a community party celebrating spring beauty along with inaugurating our city's new Allen Baca Activity Center Building.

Festival Date and Time:

March 24, 2007, from 9 AM until 4 PM.

Festival Location:

The Festival will be in and around Round Rock's new Allen Baca Activity Center Building, 301 West Bagdad Avenue, Building #2, west of downtown Round Rock, Texas. See our website for a map.

Definitions and Summary:

- o Your reservation is not complete until we receive your payment along with a copy of this signed form.
- o **Inside Space** is located in rooms on the main floor of the new Allen Baca Activity Center Building.
- o Inside spaces are 8' wide x 10' deep with booth frontage open to Festival visitors.
- o **Outside Space** is located in the street and on walkways and patios around the Allen Baca Activity Center Building. If you require shelter, you'll need to bring your own weighted canopy (no stakes).
- o **Outside spaces are 10' wide x 10' feet deep** with booth frontage open to Festival visitors.
- o **Curb Space** is located in W. Bagdad Avenue along both curbs. Space length is variable, intended for vehicle booths. The street will be closed to other vehicle traffic. You will need to supply your own power for these spaces.
- o This event will occur, rain or shine. Facilities fees are non-refundable.

You must have:

- o An attractive, professional display.
- o A clean, safe, well-maintained area
- o A display that is weather-secure for the space(s) requested.
- o Preparation and storage area within your booth space

Space Allocation:

Space is allocated based on the type of your products and when your application is received. We reserve the right to refuse anyone for any reason and to return fees.

Power:

Limited power is available. We will accommodate as many requirements as are reasonable or possible, but you should either minimize your power requirements or supply your own. You may specify your power requests in the Festival Facilities Order table, above.

You should bring 50 ft. to 100 ft. extension cord(s) to connect to our power source.

You must furnish sufficient power strips, and extension cord(s) for powering your display area.

No open flames are allowed inside.

Other Requirements:

All equipment used in operating a booth during the event will be the responsibility of the vendor, including canopy, booth, tables, chairs, lighting, maintaining and removing booth materials, leftovers and trash.

The Round Rock Senior Citizens Foundation will offer tables and chairs for rent, **but these may only be used inside**. Please specify your requests in the Festival Accommodations Order table, above.

Setup/Breakdown:

Please arrive early enough for load in and setup such that your space will be ready at opening time.

Load in: Friday (inside spaces only), from 5:00 PM until 9:00 PM, and Saturday (all spaces), from 6 AM until 9 AM.

We cannot provide overnight storage nor overnight security for outside spaces.

Load out: Saturday, starting at 4:00 pm or when the crowd leaves.

PLEASE LEAVE YOUR AREA AS CLEAN AS IT WAS WHEN YOU ARRIVED.

EXHIBITORS INFORMATION AND AGREEMENT (Continued)

During festival hours:

All paid and accepted vendors agree to operate and adequately staff a booth during the festival hours of: Saturday 9 AM until 4 PM -- or until the crowd leaves.

Please be completely set up, open, and ready for business by 9 AM.
Please remain set up and open until the crowd leaves.
Late setup or early breakdown is discouraged.

SPECIAL INFORMATION

Food Vendors:

- o Please provide your own fire extinguishers.
- o Please do not dump hazardous waste and/or wastewater. Let us know your disposal needs in advance.

Other:

- o Vendors will operate as independent contractors.
- o Vendors are expected to operate their booths in a prudent and family-oriented manner as determined solely by the Round Rock Senior Citizens Foundation. We will demand removal of objectionable materials.
- o The Round Rock Senior Citizens Foundation will not be responsible for the loss of nor damage to merchandise or equipment in the display areas, nor do we assume responsibility for any liability incurred by any booth operator.
- o The Round Rock Senior Citizens Foundation reserves all rights and privileges in the sale of products using the names Round Rock Senior Citizens Foundation, Daffodil Days or Daffodil Festival and may prohibit any vendor from selling products using these names without permission.

The undersigned releases and holds harmless the City of Round Rock and the Round Rock Senior Citizens Foundation, and waives all rights without limit upon us or liability for us of his/her property or facilities. The undersigned agrees the Round Rock Senior Citizens Foundation may use pictures or slides submitted for publicizing the Festival. The undersigned further agrees to abide by the rules stated herein.

I have read the rules provided to me and I agree to abide by them. A check or money order made payable to Round Rock Senior Citizens Foundation is either enclosed or will follow immediately.

Signature: X Date : _____

Please mail a copy of this 3-page form with your check.

To confirm your order, please return (1) this completed form and (2) your payment via U.S. Mail to:

Round Rock Senior Citizens Foundation
Attn: Jesus (Jesse) Franco
P.O. Box 481
Round Rock TX 78680

Thanks for your interest and participation! We look forward to seeing you at the Festival. Bring your family and friends.

Jesus (Jesse) Franco 512-255-4030
Round Rock Senior Citizens Foundation
Chair, Exhibitor/Vendor Relations Committee
E-Mail: DD.Exhibitors@RRTxSrFoundation.org