



85th Annual Texas Dogwood Trails Arts & Music Festival Saturday, March 18, 2023

Palestine Area Chamber of Commerce ♦ 401 W. Main St. ♦ Palestine, TX 75801 ♦ 903.729.6066

♦ www.palestinechamber.org ♦ info@palestinechamber.org ♦

EARLY REGISTRATION DUE: February 10, 2023

Dear Vendor,

The Palestine Area Chamber of Commerce hosts the longest running Dogwood Festival in the State of Texas, and we invite YOU to apply for exhibitor space for our 85th year! The festival exhibitor space is held in the Historic District of Downtown Palestine, Texas and begins at 9:00 a.m. until 5:00 p.m.

Please submit the following items with your completed application: 1) photos of your booth 2) items to be sold 3) your payment to secure your space. **If we are unable to accept your request to participate**, your credit card will be refunded minus credit card processing fees. Please e-mail or apply online www.palestinechamber.org at your earliest convenience or **no later than Friday, March 10, 2023. We encourage you to please read this agreement carefully and make copies for your files.**

CRAFTS & BOUTIQUE Vendors: Please provide your own canopy/cover. If you need us to provide a canopy/cover for you, please include canopy/cover fee listed on the application with your booth space fee. Canopies/covers not returned or returned damaged will be charged \$250 for the replacement of the canopy. For canopy rental, a credit card must be on file.

FOOD Vendors: Let us know "what's cooking" by including your complete menu. If you are paying for more than one location, please send us that menu as well. You must send in the dimensions of a food truck, trailer etc. **Our booths spaces are 10 X 24. If the neck of your rig/cooker encroaches on the 24 feet mark, you will need to purchase an additional space.**

All food vendors need to obtain a Festival Permit, including vendors giving away samples. Please contact Net Health for your permit for our Festival, even if you are Net Health certified. Vendors wanting to give out samples also need to acquire a Food Handlers License. Information about applications and licensing can be found at <https://www.mynethealth.org/services/environmental/> you will be able to see different types of licenses you may need. Or call the team at 903.535.0037.

Dumping of Grease or Other Food Waste is not permitted, you must provide a copy of your grease disposal agreement with your application. Gray water may be dumped at the Chamber of Commerce Office in gray water receptacle. Initial

If you are a returning vendor and you were happy with your space during the last festival, please indicate so on your application. We will do our absolute best to accommodate as many requests as possible based on electricity and water needs. Get your application early since location requests will be first come/first serve.

Unfortunately, once your application has been approved and payment has been processed, we are unable to provide any refunds.



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This contract is between **Palestine Area Chamber of Commerce**, 401 W. Main St. Palestine, Texas 75801 and the person whose name appears at the bottom of this form, hereinafter referred to as Exhibitor. The general rules of the **Dogwood Trails Arts & Music Festival** are incorporated into and made a part of this contract and shall be binding on the parties hereto:

1. Exhibitor agrees to display merchandise in an attractive manner. No banners may block your neighbor. No excessive noise, loud music which prohibits your neighbor for doing business.
2. The sponsor reserves the right to reject or prohibit any exhibit or part thereof, including any person, articles, conduct, printed matter or souvenirs that, in its opinion are not suitable to and in keeping with the character of the **Dogwood Trails Arts & Music Festival** event. The decision of the sponsor is final. Booth exhibits shall not include any political material or materials which the **Dogwood Trails Arts & Music Festival/Palestine Area Chamber of Commerce** deems to be objectionable.
3. Exhibitor's spaces are to be completely under a tent/canopy that they provide; however, exhibitors must protect their exhibits, merchandise, furniture, and fixtures, from natural elements, such as wind, rain, hail, and other damaging occurrences. **Dogwood Trails Arts & Music Festival/Palestine Area Chamber of Commerce** is not responsible and does not guarantee against loss or damage due to theft, fire, wind, hail, rain, accident, sunlight, cold, injury or any other acts of God.
4. Exhibitors are not allowed to use, sell, or advertise **Dogwood Trails Arts & Music Festival** on anything sold, as the **Palestine Chamber of Commerce**, sponsor of the event has that right.
5. Exhibitors agree to assume all liability for damages or loss caused to the premises or their exhibit area by reason of their exhibit and agree to indemnify and hold harmless **Dogwood Trails Arts & Music Festival/Palestine Area Chamber of Commerce**, sponsor of the event, its directors, officers, and members for all liability which might ensue by reason of his/her exhibit or presence at the event.
6. Exhibitors shall indemnify the sponsor against all liability resulting from negligence of the exhibitor, their agents or employees and shall reimburse the sponsor for any loss or expense incurred by reason of negligence.
7. Exhibitors may NOT assign this contract or their space or sublet all or any part of their space.
8. Exhibitors are responsible for all items in their booth and all damage to all items in their booth.
9. Food Vendors and Kids Zone Vendors must provide proof of Liability Insurance Policy, and a Certificate of Insurance.

10. ALL vendors must break down all and place in the blue dumpsters at the end of the street provided for you. ALL trash must be removed by vendors and placed in the blue dumpsters not in the green trash cans that are for our Main St. Business owners. Food vendors are responsible for trash removal. Dumping of Grease or Other Food Waste is not permitted. Initial

11. Setup of your booth can be no earlier than 6am, Saturday, March 18, 2023, and breakdown cannot be earlier than 5pm. NO EXCEPTIONS – If not set up by 8:45 am, exhibitor must hand truck their items in, as the Festival opens at 9 am and the parade at 10 am. **NO VEHICLES WILL BE ALLOWED IN THE FESTIVAL GATES AFTER 8:45 AM, BEFORE 5 PM OR WHILE ANY GUESTS REMAIN. Early tear down is not permitted. Vehicles in the festival area outside of load in/load out times will result in a \$250 fine and denial of future festivals.**

* Check-in at the Chamber Office at 401 W. Main Street.

* **FOOD VENDORS** may check-in at 6pm on Friday, March 17th *OTHER VENDORS may check-in at 6am on Saturday, March 18th. PLEASE DO NOT MOVE ANY BARRICADES, there will be specific entrances for vendors. We

will do our best to have an escort to your booth space. You will receive a vendor map at check in and spaces will be marked.

12. **NO REFUNDS** once a vendor has been accepted. NO REFUNDS if removed from the festival for behavior or goods to be sold not meeting standards or Net Health requirements. **Initial** _____

13. **Dogwood Trails Arts & Music Festival** may be cancelled after commencement due to acts of God or other actions that may endanger any participants or exhibitors. In the event **Dogwood Trails Arts & Music Festival** is cancelled, absolutely no refunds will be issued.

14. All vendors and their employees or contractors must comply with current COVID-19 guidelines in place by the City of Palestine, Anderson County and/or the state of Texas on the day of the festival. Anyone not in compliance will be asked to leave immediately, no refund will be given.

BY SIGNING BELOW, THE EXHIBITOR ACKNOWLEDGES RECEIPT, UNDERSTANDING, AND AGREEMENT TO THESE RULES AND REGULATIONS.

Print Name _____ **Exhibitors Signature** _____ **Date** _____

We look forward to a fantastic festival!

Vendor Contact Information			
Business Name			
Contact Name	First:	Last:	
Address		City:	State:
Phone:	Alt. Phone	Email:	
Texas State Sales Tax Number <i>(Required, if applicable):</i>			

(Food/Kids Zone Vendors Only) Proof of Insurance: Yes or No (circle one)

Carrier's Name & Phone No. _____

New Applicant _____ *(How did you hear about us? _____)* **Returning Vendor** _____

STEP 1: Choose Booth Space

**CRAFTS, BOUTIQUES,
SPECIALTY FOOD ITEMS**

**STEP 1: Choose Booth Space
FOOD VENDOR (FOOD TRUCK,
FOOD PREPARED FOR IMMEDIATE
PUBLIC CONSUMPTION)**

10X12 Booth Spaces:

10X24 Booth Spaces:

1 space \$125 _____ w/cover \$175 _____

1 space \$250 _____

2 spaces \$200 _____ w/cover \$250 _____

2 spaces \$450 _____

Non-Profit:

Non-Profit:

1 space \$100 _____ w/cover \$125 _____

1 space \$150 _____

Large Space for Kids Area _____

\$200 Deposit and 15% of Total Sales

(Please specify how much room you would need for your items)

A \$50 late registration fee will be added to any application submitted after March 11, 2022

Covers available while supplies last

STEP 2: Choose EXTRAS/Describe Booth

Water Line (No Charge): Yes _____ No _____

Electricity (\$45) Yes _____ / No _____ Amps/Volts _____

***Limited/ Must provide own cord**

Booth Description (Please list all Items to be sold):

Please attach photos

Please circle the type of outlet you need below.

STEP 3: Check List/ Important Information

Checklist of items to send:

- Payment _____
- Photos/ Menu _____
- Application _____
- Copy of Insurance (if applicable) _____

Early Registration Due:

February 11, 2023

*Applications postmarked after that date are subject to additional fees so get yours in EARLY!

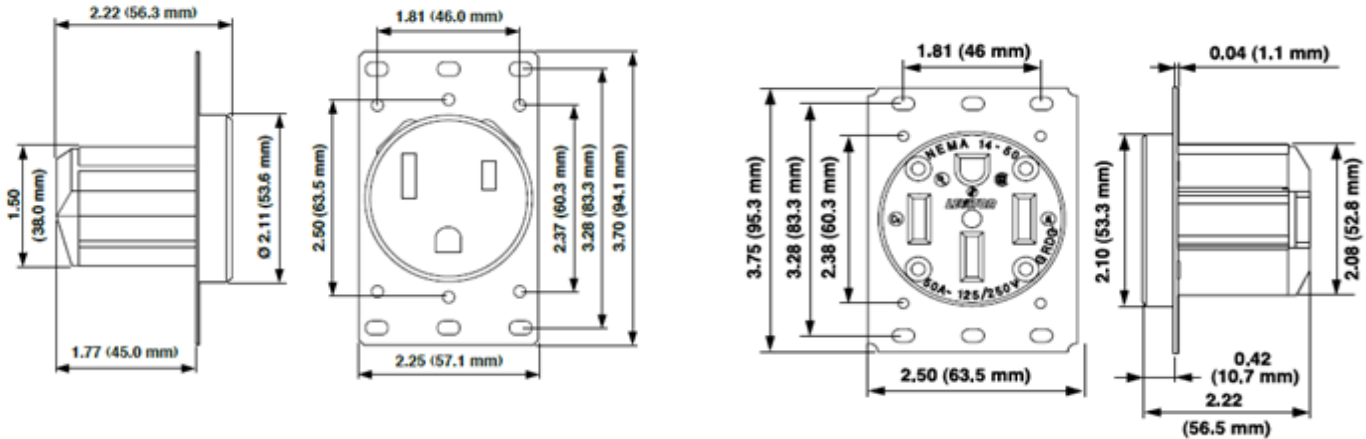
Our Contact Information:

Palestine Area Chamber of Commerce

401 W. Main St.
Palestine TX 75801

Phone: (903)729.6006

Info@palestinechamber.org



Please let us know what electricity will be used for _____

STEP 4: Payment Information

Method of Payment:

Cash _____ M.O. _____

Credit Card _____

Name of Business: _____

Authorized Signature: _____

Please sign here we will send a Square link to pay via ach/credit/debit card.

Booth Amount _____ + Extras _____ =
TOTAL AMOUNT _____

Money Orders Payable to:

Payment may be made by ach, no checks will be accepted.

Palestine Area Chamber of Commerce

Office Use Only

Date Received _____

Paid _____

Unpaid _____

Pending _____

BOOTH # _____

FINAL Deadline: March 10, 2023