



WE ARE BACK AT BERGFELD PARK!!

Exhibitor Application
Tyler Parks and Recreation
2017 Rose Festival Arts & Crafts Fair
BERGFELD PARK

Located at 1510 S. College., Tyler
Oct. 21-22, 2017

Deadline: dependent on availability of booths



BOOTH SPACE #

RULES AND REGULATIONS

- All items **must be handcrafted by exhibitor** and listed on application. No items may be added to application once approved without notifying us. **NO resale items permitted.**
- All applications must be returned with three (3) photos of crafts (either by mail or email). Additional photos may be requested. Photos will not be returned unless applicant provides a self addressed stamped envelope. Confirmations will sent starting Aug. 21 to allow for applications to be reviewed.
- Exhibitors must stay within their purchased booth space. No displays may be set up outside of your marked area.
- Exhibitors accepted must participate both days of the show and be present for all hours of operation. Show hours are Saturday, Oct. 21 from 9 a.m. - 5 p.m. and Sunday, Oct. 22 from 11 a.m.-5 p.m. No-shows or cancelations after the confirmation is sent will not receive a refund.
- **SET UP CAN NOT BEGIN UNTIL 11 a.m. ON FRIDAY, OCT. 20, 2017.** (No exhibitors will be permitted on the park grounds until 11 a.m. No structures, tents or merchandise can be brought onto grounds until after 11 a.m.) Additional set up/tear down information will accompany confirmation.
- Booth fee includes only marked area. This is an outdoor event and all ground is not level. Exhibitors must be prepared to display in an unlevel area. **NO** booths will be moved.
- Additional rules and information will accompany acceptance information.
- **BOOTH FEES: Make check or money order payable to City of Tyler. No personal checks after Oct. 1. Return completed application, photos and fees to Tyler Parks and Rec, 2000 W. Front St., Tyler, TX 75702. Attn: Debbie Isham** No refunds/credits will be issued once confirmation is sent.
- **10 x 15 (\$75)** **10 x 30 (\$150)**
- **TABLE/TENT RENTAL: Make check or money order payable to D & J Canopy Sales.** All rental requests for tents, canopies and tables must be placed prior to the show. Tables and canopies will be set up before arrival and taken down once exhibitors depart. No refunds will be issued once confirmation sent. See page two (2) for tent rental information.

NAME: _____ Tax ID# _____ License plate # _____

BUSINESS NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

EMAIL: _____ PHONE: _____ WEBSITE: _____

ITEMS TO BE SOLD: _____

How did you hear about the Rose Festival Arts & Crafts Fair? _____

Referred by: _____

SIGNATURE: _____ DATE: _____

*ANY violation of these rules will result in removal from participating in this event and all future event and all fees paid will be forfeited. By signing this form, you agree to remain in compliance throughout the event. If there is any damage to artwork or personal property I will not find the City of Tyler, its employees or agents liable.

FOR MORE INFORMATION CONTACT disham@tylertexas.com or (903) 531-1214.

**D & J Canopy Sales
2017 Rose Festival Arts and Crafts Fair**

TABLE/CANOPY RENTALS

If you would like to rent tables and/or canopies for the event, fill out this form and return it with your Registration Application. All rental requests must be placed before the event. Tables and canopies will be setup within your booth space before arrival and taken down after you depart. PLEASE NOTE: Once your canopy is set up in your booth space it **cannot** be moved. NO RENTAL TENTS WILL BE SET UP AFTER 11 a.m. ON FRIDAY, OCT. 20. THE CITY OF TYLER STAFF WILL NOT SET UP OR MOVE RENTAL TENTS.



Name: _____

Address: _____ City: _____

State: _____ Zip: _____

- Need: _____ Tables – 30” x 8 ft. (\$6.00 per table)
_____ Canopy – 10 ft. x 10 ft. opened on all sides (one booth) \$35.00 for outside
_____ Enclosed Canopy – 10 ft. x 10 ft - \$55.00 for outside use only
_____ Canopy – 10 ft. x 20 ft. opened on all sides (two booths) \$50.00 for outside
_____ Enclosed Canopy – 10 ft. x 20 ft - \$70.00 for outside use only
_____ Canopy – 10 ft. x 30 ft. - \$80 opened on all sides (covers two booths
_____ Enclosed Canopy - 10 ft. 30 ft - \$100.00 for outside use only

Booth # _____ (Will be added after payment is received) Total Enclosed: \$_____ Check # _____

***Make check payable to: D & J Canopy Sales (NOT THE CITY OF TYLER)
* D & J Canopy Sales will send all receipts after the show. Please enclose this form with your registration application so that D & J Canopy Sales may receive it from the City of Tyler Parks and Recreation Dept. The check will not be deposited until event time.***