



Tyler Parks and Recreation Exhibitor Application
2018 Azalea Trails Arts and Crafts Fair
Bergfeld Park, 1510 S. College, Tyler, TX
March 24-25, 2018

Deadline: dependent upon availability of booths
RULES AND REGULATIONS

BOOTH SPACE #

- This is a juried event. All applications will be approved according to what we feel will add variety and interest as well as compliment our other vendors in order to maintain a quality event. Participation in previous shows does not guarantee acceptance. If your application is not accepted your booth fee will be returned.
- All items sold must be handcrafted, books authored or food created by exhibitor and listed on application. No items may be added to application once approved. **No re-sale items permitted.**
- All applications must be returned with (2) photos of crafts. Photos may be submitted by mail or email (disham@tylertexas.com). Photos will not be returned unless applicant provides a self addressed stamped envelope.
- Exhibitors must participate both days of the show and be present for all hours of operation. Show hours are 9 a.m. to 5 p.m. Saturday, March 24 and 11 a.m. to 5 p.m. Sunday, March 25.
- Exhibitors must stay within purchased booth space. No displays outside of booth space. No person is permitted to use additional booth space unless purchased through event staff.
- Booth fee includes marked area. This is an outdoor show and some areas are not level. Be prepared to set up in unlevel area. No booths will be moved once confirmation is mailed.
- Event staff will walk throughout the park and reserve the right to question merchandise. This is to insure all items are handcrafted.
- **No vehicles permitted on park grounds.** Vendors cannot park on Fourth St., College or Second St. during the event. Trailers cannot not be left in the neighborhood surrounding the park.
- **BOOTH FEES: Make check or money order payable to City of Tyler. (No personal checks after March 5.) Return completed application and fees to Tyler Parks and Rec Special Events, 2000 W. Front Street, Tyler, TX 75702. No refunds will be issued once confirmation is sent.**
- Booth sizes available: 10 x 15 (\$75) 10 x 30 (\$150)

NAME: _____ LICENSE PLATE #: _____ TAX ID# _____

BUSINESS NAME: _____ PHONE #: _____

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

EMAIL: _____ WEBSITE: _____

ITEMS TO BE SOLD: _____

How did you hear about the Azalea Trails Arts & Crafts Fair? _____

Referred by: _____

*ANY violation of these rules will result in removal from participating in this show and all future shows and all fees paid will be forfeited. By signing this form, you agree to remain in compliance throughout the event. _____ Initials

*If there is any damage to artwork or personal property I will not find the City of Tyler, its employees or agents liable. _____

SIGNATURE: _____ DATE: _____

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

**D & J Canopy Sales
2018 Azalea Trail Arts & Crafts Fair**

TABLE/CANOPY RENTALS

If you would like to rent tables and/or canopies for the craft show, fill out this form and return it with your Registration Contract. All rental requests must be placed before the show. 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, MARCH 23, 2018. 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
_____ Enclosed Canopy – 10 ft. x 10 ft - \$55
_____ Canopy – 10 ft. x 20 ft. opened on all sides (requires two booths) \$50
_____ Enclosed Canopy – 10 ft. x 20 ft. - \$70
_____ Canopy – 10 ft. x 30 ft. opened on all sides (covers two booths) \$80
_____ Enclosed Canopy – 10 ft. x 30 ft. - \$100

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 form so, that D & J Canopy Sales may receive it from the City of Tyler Parks and Recreation Dept.***