

# Vendor Rules

*Application **MUST** be filled out **COMPLETELY** and **SIGNED** to be **ACCEPTED**.*



**Please READ the Rules below before applying!**

If APPROVED, you will receive a Welcome Email with additional information.

1. **How To Apply:** Applicants must properly complete and sign the 2025 Poteet Festival Application. Photocopies of the application are acceptable. Applications can be **emailed** to [artsandcrafts@poteetstrawberryfestival.com](mailto:artsandcrafts@poteetstrawberryfestival.com), **dropped off** to the Poteet Strawberry Festival Association, Monday - Thursday from 10:00am – Noon at 9199 N. State HWY 16, Poteet, TX 78065 or **mailed** to: P.O. Box 227, Poteet, TX 78065.
2. Previous attendance is NOT a guarantee of acceptance into the 2025 Poteet Strawberry Festival. No Booth spaces will be saved for anyone for any reason!
3. **HOURS:** MUST BE ABLE TO BE READY & OPEN DURING VENDOR HOURS: FRIDAY 6:00pm – 10:00pm, SATURDAY 10:00am – 10:00pm, SUNDAY 10:00pm – 9:00pm. Entertainment closes on Friday at Midnight, Saturday at 1:00am, Sunday at 10:00pm.
4. **BE AWARE THE FESTIVAL GOES ON RAIN OR SHINE! There are NO provisions for water or drainage.**
5. The space stipulated in this agreement is to be used ONLY for the Vendor named on this contract during the dates specified.
6. Electricity is included in your space.
7. You **MUST** stay within the space you are assigned, as you **WILL** have neighbors. Please respect your neighbors.
8. Vendors will provide their own items needed for their area: i.e lights, chairs, tables, extension cords, etc.
9. All improvements erected on assigned space shall be made at the expense of the vendor and **MUST** be APPROVED by PSFA prior to work being done.
10. When the event is over and you break down your vendor space, all said improvements should be and will be removed at the expense of the vendor leaving the space in as good as condition as it was when it was occupied.
11. All Poteet Strawberry Festival Grounds remain under the control of the PSFA and NO demonstrators, banners, decorations, advertising matter or special exhibits will be permitted without prior approval! If your vendor package includes some of these services, PSFA will handle and work with you individually.
12. **NO REFUNDS!**

13. The Vendor WILL NOT be permitted to exhibit, sell or show any articles other than what is approved in the application. This includes displaying/advertising others signs as well.
14. No cars, recreation vehicles or other motorized vehicles are allowed in Vendor area of the Festival Grounds during specified Vendor hours listed in number 3. Once your products are unloaded each day, your vehicle is to be moved to the designated parking area. Violation of this rule may cause expulsion.
15. ABSOLUTELY NO ROVING VENDORS ALLOWED ON PSFA GROUNDS.
16. **No motorized vehicle of any kind is allowed on the grounds! On Friday vehicles MUST be off ground by 3:00pm, by 9:00am on Saturday and Sunday morning, and cannot be on grounds until 30 minutes after the entertainment closes each day. Vendors may hand carry items and merchandise out after vendor hours; however, you must provide your own manpower – THERE ARE NO EXPECTATIONS!**
17. The PSFA reserves the right to remove pr prohibit vendors for any reason that are deemed objectionable and, in their judgment, may detract from the general character of the event. This includes people, items, conduct, printed material, décor or anything else in the opinion of the PSFA feels is unacceptable. If music is playing, keep it low and not vulgar.
18. The Vendor is entirely responsible for the space leased, and he/she agree to reimburse the PSFA for any damages, which occur in space, leased by vendor.
19. The Vendor will be solely responsible for his/her merchandise and space. The PSFA will not assume responsibility for theft or weather damage to merchandise.
20. The vendor is responsible for submitting all applicable taxes and fees directly to the proper agencies.
21. **Insurance:** PSFA recommends that the vendor obtain liability insurance at the vendor's own expense and PSFA would be written as additional insured. If insurance is acquired, proof of insurance should be provided to PSFA!
22. The PSFA assumes no risk, by acceptance of this agreement the vendor expressly releases the PSFA and all directors, staff, and representatives of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said booth space by the vendor and agrees to hold and save the PSFA and its directors, staff, representatives harmless of any loss or damage by reason thereof.
23. The lease, these rules, regulations and any other oral or written rules prescribed by the PSFA shall be final. Any violation thereof shall constitute default on the lease. Violation of this can mean immediate cancellation of any agreement and forfeiture of all rental monies.
24. **ALL (NEW & RETURNING) VENDORS MUST CHECK IN AT THE FRONT OFFICE BEFORE SETTING UP!**

Agree: \_\_\_\_\_ Date: \_\_\_\_\_

*Updated: 12.15.2024*