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Dear Convention Center Vendor,

We invite you to participate in this year's 45th Annual Pasadena Strawberry Festival.

This year's event is set for May 18,19, 20, 2018. Our gates will open at 3:00 PM till Midnight on Friday the 18th, 10:00 AM till Midnight on Saturday the 19th, and 10:00 AM till 6:00 PM on Sunday the 20th. We will have over 300 Vendors, food, live entertainment on two stages, lots of specialty acts, and much more. Come join us for all the Family Fun & Excitement! We are expecting more than 60,000 attendees this year.

If you are a Previous Vendor with an Advance Deposit on a space from last year, you have until March 1st, 2018 to pay the remaining balance or you will forfeit your deposit and your space will be sold to the next vendor applicant on the wait list.

Available booth space is very limited, so if you are a new Vendor to the Strawberry Festival, please fill out the 2018 booth lease agreement along with the entire list of products you will be selling and a picture of your booth setup. **DO NOT SEND ANY MONEY AT THIS TIME.** All applications will be reviewed by the Director over the area you are requesting. All products must be approved by that Director as well. If you are approved, and we have an available space in your type product category, you will be contacted by the office and at that time Full Payment will be required.

If you have any questions, please feel free to contact the Festival Office at 281-991-9500 or lindae@strawberryfest.org Most of your questions will be answered on our website: www.strawberryfest.org

Sincerely,

Nancy Ferriegel
Director



Pasadena Strawberry Festival Rules and Regulations

FESTIVAL HOURS:

Convention Centers Vendors are required to staff their booths for the entire duration of the event during the following hours :

| | | |
|----------------------------|---------------------------|----------------------|
| * Convention Center Hours: | Friday, May 18th, 2018; | 3:00PM till 10:00PM |
| | Saturday, May 19th, 2018; | 10:00AM till 10:00PM |
| | Sunday, May 20th, 2018; | 10:00AM till 6:00PM |

APPLICATIONS:

If you are a Vendor with an Advance Deposit on a space from last year, you have until the ***deadline of March 1st, 2018*** to pay the remaining balance or you will forfeit your deposit and your space will be sold to the next vendor applicant on the wait list.

Available booth space is very limited, so if you are a New Vendor to the Strawberry Festival, please fill out the 2018 booth lease agreement along with the entire list of products you will be selling and a picture of your booth setup. **DO NOT SEND ANY MONEY AT THIS TIME.** All applications will be reviewed by the Director over the area you are requesting. All products must be approved by that Director. If you are approved, and we have an available space in your type product category, you will be contacted by the office and at that time Full Payment will be required.

DISPLAYS:

*The Festival Director over your area manages and assigns individual booth spaces and reserves the right to make vendor location changes with no advance notice to the Vendor.

Vendors may not change spaces or move their displays without the prior consent of the Director over their area.

*Sales must be confined to specified booth area. Vendors do not have strolling rights.

*Vendors using their own tents or displays must secure them properly. No in-ground staking, such as those that can be driven into the ground with a hammer, is permitted.

Phoenix Design Group (Mike) www.thephoenixdg.com

Fax# 1-800- 615-1512 or call 281-499-0600 for list of prices.

Items include: Tables (draped or bare), chairs, carpet and misc.

(BOOTHS DO NOT COME WITH TABLES OR CHAIRS)

FOOD:

***Temporary Food Permit :** If selling pre-packaged food products, vendor is responsible for contacting the City of Pasadena Health Department 713-475-5529 for permitting requirements or to obtain your Temporary Food Establishment Permit prior to this event.*All Vendors selling any type of food items must secure City of Pasadena Temporary Food Permit prior to the event. Call the above number to secure your permits.

***Certificate Of Liability Insurance:** Required for all food vendors; naming the Pasadena Strawberry Festival / City of Pasadena as additional insured due by May 1st before event

MOVE IN & MOVE OUT

Convention Center move in times: Thursday-----May 17th--3:00PM-9:00PM
Friday-----May 18th--8:00AM-1:00PM

ALL Areas move out (& not before): Sunday--May 20th--6:00PM

(NO ONE may begin disassembly before 6:00PM)

All participating Vendors MUST strictly adhere to move-in move-out schedules.

GENERAL IMPORTANT INFORMATION

- *Vendors are responsible for bringing your own electrical cords and lighting for your displays.
- *Festival Staff reserves the right to alter vendor displays or to require the vendor to alter their display due to safety concerns.
- *Festival staff reserves the right to stop or remove any Vendor, or his or her representative, for performing any act or practice deemed to be offensive, obscene or objectionable from the Festival.
- *No items bearing the words Pasadena Strawberry Festival or its logos will not be allowed
- *No Golf Carts or 4-wheelers of any kind are allowed to be used by anyone except the Strawberry Festival Committees.
- *The Pasadena Strawberry Festival assumes no responsibility for Workmen’s Compensation FICA or withholding taxes for any and all employees or agents that work for any vendor in the Strawberry Festival and shall not be responsible for sales tax.
- *Booth space lessee agrees to hold the Pasadena Strawberry Festival/City of Pasadena and its agents harmless from any and all liability whatsoever.
- *No Refunds of any kind will be given back, due to any cancellation beyond our control.
- *Clean Up Deposit is refundable if space is left clean after Festival. Or your may roll it over as your Advanced deposit for the next year’s Festival.

| | | |
|-------------------------------------|---|-----------------------|
| FESTIVAL OFFICE ONLY | Date Application Received _____ | Accepted / Rejected |
| | | New / Return |
| | Fees Received \$ _____ MO/Check # _____ or Cash | SPACE# ASSIGNED _____ |

**2018 Pasadena Strawberry Festival
Convention Center Booth/Space Agreement**

Please Print:

Vendor Name:

Contact Name:

Sales Tax# or Social Security#:

Address:

City:

State:

Zip:

(If mailing address s PO Box, then a physical address is also required)

Email:

Phone #:

Attach a picture of your setup & products to this form, and list the types of items to be sold or displayed:

(Fee includes your space, 4 wristbands per space. It does NOT include, tables or chairs)

\$ 10.00 Processing Fee (Every Vendor pays) *Required

\$ 100.00 Refundable Clean up Deposit *Required

\$ _____ One Space (10'X10') \$450.00 (Includes Electric)

2 Adjoining spaces (20'X10') \$675.00 (Includes Electric)

3 Adjoining spaces (30'X10') \$900.00 (Includes Electric)

\$ Non-Profit space (10'X 8') \$250.00 (Includes Electric)

LESS ADVANCE DEPOSIT - \$

TOTAL AMOUNT DUE: \$

PAYMENT METHODS ACCEPTED

CASH BUSINESS OR CASHIER CHECK MONEY ORDER VISA MASTER CARD DISCOVER

Credit Card Account #

Exp. Date

CVV#

Cardholders Name:

& Signature

Cardholders Address:

City

State

Zip Code

Make fees payable to & mail contract to: Pasadena Strawberry Festival 7603 Red Bluff Rd. Pasadena, TX 77507

Fax#: 281-991-8880

****MUST BE SIGNED****

**WAIVER AND RELEASE OF LIABILITY AND
AGREEMENT TO INDEMNIFY AND HOLD HARMLESS**

In consideration of entry into and participation in the activities associated with the PASADENA STRAWBERRY FESTIVAL and in recognition of the risk of injury while participating in FESTIVAL activities and as consideration for the right to participate in the activities, I hereby for myself, my heirs, executors, administrators, assigns, or personal representatives knowingly and voluntarily enter into this WAIVER and RELEASE OF LIABILITY and hereby WAIVE any and all rights, claims, or causes of action of any kind whatsoever arising out of my participation and do hereby RELEASE and forever discharge THE PASADENA STRAWBERRY FESTIVAL and their affiliates, managers, members, agents, attorneys, employees, volunteers, heirs, representatives, predecessors, successors and assigns, the event site and its agents, attorneys, employees, volunteers, heirs, representatives, predecessors, successors and assigns and all sponsors and/or beneficiaries of the FESTIVAL from any and all liability, claims, demands, damages, actions or causes of action of every kind and character now existing or which hereinafter may arise as a result of my participation regardless of cause or whether any injury is caused by the sole, joint, comparative, or concurrent negligence or gross negligence or fault of the FESTIVAL, the negligence or fault of myself or third parties, the conditions of the event site or any other cause.

Further and for the consideration herein described, I agree to INDEMNIFY and HOLD HARMLESS the FESTIVAL against any and all claims, demands, damages, suits or actions of any kind whatsoever for liability, damages, compensation or otherwise brought y me or anyone on my behalf, including attorneys fees, if litigation arises on account of claims made by me or anyone on my behalf caused by negligence, gross negligence, negligence per se, strict liability and/or liability under the Deceptive Trade Practices Act or other fault regardless of cause or whether caused by the sole, joint, comparative, or concurrent negligence, gross negligence or fault of the FESTIVAL, my own fault or the fault of third parties, the conditions of the event site or any other cause. To INDEMNIFY means to assume the liability in a situation, thereby relieving the other party of responsibility.

I recognize that various photographs, video recordings and/or other media will be taken during the FESTIVAL's activities. I agree to grant the FESTIVAL full permission to use any photographs, video recordings, or other media of the FESTIVAL activities that contain my likeness for the purpose of promoting the FESTIVAL or its SPONSORS in any manner deemed appropriate by the FESTIVAL. I further agree to RELEASE and INDEMNIFY the FESTIVAL for any claims of NEGLIGENCE, GROSS NEGLIGENCE, NEGLIGENCE PER SE, STRICT LIABILITY or LIABILITY under the DECEPTIVE TRADE PRACTICES ACT or other fault for claims made that relate to any usage of photographs and/or interviews, including but not limited to damages, losses, costs of defense, attorney's fees and whether caused by the sole, joint, comparative or concurrent negligence, gross negligence or fault of the FESTIVAL or myself or third parties, the conditions of the event site or any other cause.

I hereby declare that I have read and fully understand this Agreement in its entirety and that, by signing (or clicking) below, I assent to the terms and conditions contain this Agreement.

Signature

Date

2018 RV PARKING RENTAL REQUEST FORM

There is a limited number of RV Parking Spaces. You will need to make your reservations & payment prior to May 1, 2018.

(ALL INFORMATION MUST BE FILLED IN)

NAME _____ VENDOR NAME: _____
ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____
CELL: _____ EMAIL: _____

DATES STAYING: _____ CHECK IN _____ CHECK OUT _____
(Check-In dates begin Wednesday before Festival May 18th)

(FOR VENDORS ONLY); \$35.00 X _____ NIGHTS = \$ _____ + \$10 Process Fee = \$ _____
(NON-VENDOR REQUEST); \$50.00 X _____ NIGHTS = \$ _____ + \$10 Process Fee = \$ _____
(Only Available when Vendors are all in)

TYPE OF TRAILER: TENT POPUP MOTER HOME 5TH WHEEL BUMPER & TRAILER LENGTH: _____

ELECTRICITY: YES NO **(ONLY 30 amps available, all other MUST use Generator)** WATER: YES NO
PAYMENT MUST BE SENT IN WITH APPLICATION AND RESERVED AT THAT TIME (NO PERSONAL CHECKS)

**MAIL TO: Pasadena Strawberry Festival 7603 RED BLUFF ROAD PASADENA, TEXAS 77507
or Fax to 281-991-8880**

Acceptable Payment Method: MasterCard Discover Visa Money Order Cash

*ACCOUNT # _____ * EXPIRATION DATE _____ *CVV# _____ * Zip Code _____

***CARDHOLDER'S SIGNATURE**

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Signature _____ Date _____

MUST SIGN FOR RV PARKING RESERVATION

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