



Please read carefully, as INCOMPLETE applications will not be accepted.

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I. GENERAL INFORMATION:

This document contains pertinent rules and regulations that govern the operation of the Parker County Peach Festival hosted by Weatherford Chamber of Commerce (WCC). Invitations are being extended to vendors who submit fully executed applications with required enclosures and payments. Priorities for space will be reviewed based on past participation, date of receipt of fully executed application and type of product/item. Parker County Peach Festival (PCPF) strives to maintain a balance and diversity in vendor offerings, and quality offerings. All applications and products are reviewed so that we may maintain this balance. Our goal is to keep standards high, maintain order and to regulate activities on the festival grounds. Regulations will be enforced. Those with "peachy" items (food, crafts, drink) will be given preference.

Parker County Peach Festival is a registered trademark of the Weatherford Chamber of Commerce

II. FESTIVAL INFORMATION:

- A. The festival will take place in the historic downtown area of Weatherford, TX 76086
- B. Saturday, July 11, 2020. Hours are from 8:00 a.m. to 4:00 p.m. Please have your booth area ready to sale or serve. Vendors must remain open until event closing, even if vendor is sold out. Leaving early makes the festival look in disarray; vendors who leave early will not be invited to participate the following year.
- C. Vendors who do not abide by rules will not be invited back

III. BOOTH INFORMATION & FEES:

All booth spaces are 10' deep x 20' wide. Vendors are to bring their own tables, tents, and chairs. All locations will be assigned by PCPF committee. While written location requests will be considered, placement will be the sole discretion of PCPF committee. Pre-packaged food vendors will abide by the "Food Vendor" rules.

- A. Fees- Arts, Crafts & pre-packaged food.
 - 1. Palo Pinto.....\$275.00
 - 2. York Ave.....\$250.00 (no electricity available)
 - 3. Other.....\$225.00
 - 4. Non-profit.....\$125.00 (Must provide copy of tax ID Form)
- B. Food Booths-(\$1M Liability insurance required)
 - 1. Food Vendors.....\$425.00
 - 2. Non-profit food.....\$225.00
- C. Activity Booths (\$1M Liability Insurance required)
 - 1. Activity Booths.....\$300.00
 - 2. Non-profit activity.....\$160.00 (Must provide copy of tax ID Form)
- D. Other:
 - 1. Corner booths.....\$20.00 (additional fee)
- E. Late fees (postmarked after the dates listed):
 - 1. All Vendors.....April 1..... \$35.00
 - 2. All Vendors.....June 1.....\$50.00
 - 3. All Vendors.....July 1.....\$75.00

IV. Booth Requirements:

A. Art/Craft and Pre-packaged Foods:

- 1. Two color photos of items to be sold MUST accompany ALL applications. All photos become the property of the Peach Festival Planning Committee archives.

2. At least 50% of the items sold at all Craft/Sales booths must be handcrafted or hand embellished. **No beverages or food may be sold or distributed from Craft/Sales booths**
3. Applicants with the most original, creative and unique crafts will receive priority.
4. Consultant based business, mass produced (e.g. Scentsy, Pampered Chef, Homemade Gourmet) **DO NOT MEET CRITERIA FOR THE FESTIVAL AND WILL NOT BE PERMITTED.**

B. Food Booths & Pre-packaged Specialty Foods

1. A photograph of the concession set-up, and detailed description of products/items to be sold is required with the application before the application can be approved. All items food vendor/concessionaire wishes to sell are subject to approval by PCPF committee. Any product not specified in the application will not be allowed at the Festival, unless permission is sought and given. Items will be removed from the concession stand when asked by PCPF Committee or WCC staff during the festival if they were not approved. Failure to abide may result in not being asked back to the festival in the future.
2. Submit photo of Food truck with dimensions.
3. Include a listing of your menu with prices. Prices must be displayed during festival hours for attendees to view easily.
4. Once accepted, food categories may not be changed without prior approval.
5. All non-alcoholic beverages and water may be sold and distributed with prior approval.
6. Each food vendor must provide certificate of \$1,000,000 Liability Insurance Policy. The Parker County Peach Festival and Weatherford Chamber of Commerce must be listed as an additional Insurer to your policy.
7. All food vendors must provide their own trash can. Trash bags and trash removal from the cans during the festival will be provided by the Peach Festival Staff. Vendors are responsible for trash removal at the end of the day. **Dumping of grease or other food waste is not allowed and will be fined \$200.00.**
8. All Food vendors must have a functioning and readily accessible fire extinguisher. Vendors with any type of deep-frying equipment must have a Class K extinguisher. The Fire Marshall will be inspecting all food vendor booths before 8:00 a.m. on the day of the event. All requirements must be met. If not in compliance, you will not be permitted to operate on the day of the festival.
9. If requesting water, you must make sure the hose or fitting does not leak.
10. You must request water on application, you will not be able to attach hose day of event.
11. Ice will be available for sale to food vendors for a reasonable price.
12. Jams, jellies and home-canned items must be prepared in a Certified Kitchen. A certificate is required.
13. Health Permits: **(WILL NOT BE NECESSARY UNTIL YOU HAVE BEEN APPROVED)**
 - a. A health permit issued by the City of Weatherford Consumer Health Dept. will need to be completed by 12:00 p.m. Monday, June 8, 2020.
 - b. Cost of temporary permit is \$100.00. Check should be made payable to the "City of Weatherford"
 - c. Non-profit organizations are exempt from the permit fee, but are still required to have a permit and subject to all other rules/regulations. Organizations must provide a copy of their 501c3 certificate with completed application.
14. Health Inspection:
 - a. The City Health Inspector will inspect each booth on day of festival
 - b. Food booths must comply with current guidelines for food handling and have a current Texas Food Handlers Certificate

C. Activity Booth

1. Absolutely no merchandise, food, or beverages may be sold or distributed from activity booths.

2. Each activity booth vendor must provide certificate of \$1,000,000 Liability Insurance Policy. The Parker County Peach Festival and Weatherford Chamber of Commerce must be listed as an additional insurer to policy.

V. SET-UP & TAKE DOWN TIMES:

1. Set-up begins Friday for those on York, Dallas, Church, Waco, BGR and FBC and side streets outside of Palo Pinto Street. Specific set-up times will be included in your vendor packet.
2. Due to State traffic regulations, vendors assigned to the center of Palo Pinto, and Spring St. **may NOT** set-up until Saturday morning. A Peach festival representative will be available to help locate your assigned space.
3. Vendors who do not adhere to their assigned set-up time will have to dolly their goods into the festival area.
4. Set-up time and information will be in your vendor packet which will be mailed at least 3 weeks prior to the event.
5. Vendors are required to furnish their own chairs, tables, awning, umbrellas and 100 ft. extension cord. (If approved for electricity).
6. Vendors are not allowed to stake their tents into the ground but must secure tents.
7. Vendors will be responsible for his or her own trash clean up.
8. Vehicles **MUST** be out of the barricaded festival area by 6:45 a.m. Saturday, and will not be allowed back until 4:15 p.m. or your designated breakdown time.

VI. ELECTRICITY:

1. Electricity is \$40 per volt-plug. Please do not request electricity unless necessary as it is highly limited.
2. Electricity Guideline form must be completed and attached with application. If you try to access power that you did not purchase or connect improperly to the power source, you will be disconnected before or during the festival.
3. You must list all appliances that will be used so that we may verify your voltage needs. If it is not listed, you will not be allowed to plug in.
4. Generators are not allowed.
5. Electricity is not available for ANY Saturday morning set-up locations.
6. You are responsible for supplying your own electrical power cord of sufficient length and amperage.
7. The on-site electrician and the Fire Marshall will inspect your electrical equipment prior to the event opening.
8. Electric cords **MUST** be covered at the booth and across the walkway behind the booth.

VII. WRISTBANDS:

1. All vendors will be provided 3 wristbands to enter the festival. Additional vendor wristbands may be purchased at a discounted price of \$3 a wristband.
2. Wristbands will be available for sale the day of event and can be picked up at Peach Central.

VIII. ADDITIONAL INFORMATION:

1. Any violators to any rules listed will not be invited back to the Parker County Peach Festival.
2. This is a juried festival requiring April 1, 2020 deadline for application submission. If postmarked after April 1, a \$35 late fee will be assessed. If postmarked after June 1, a \$50 late fee will be assessed. If postmarked after July 1, a \$75.00 late fee will be assessed. **PAYMENT must accompany application.** Once vendor is approved, payment will be deposited, or credit card processed. If not accepted, vendors will receive an email and application and check will be shredded.
3. Vendors are responsible for ALL applicable TX Sales Taxes.
4. Vendors will be assigned a specific location designated by booth number and area. This festival is based on a first come first serve basis and previous vendors are not guaranteed acceptance or their same booth. There will

be NO guaranteed booth locations, but every effort will be made to accommodate specific requests by participants.

5. Applicants will receive notification of acceptance or rejection by mid-June. Once a vendor has been accepted and payment has been processed, no refunds will be made for cancellation or removal for cause.
6. Outside solicitation on festival grounds will not be allowed and will result in removal from the festival grounds. All solicitation and or sales must take place within your vendor booth space, unless you have received prior approval.
7. Sharing of booths, subletting is not allowed.
8. NSF checks must be replaced with a cashier's check or money order. No vendor will be accepted who has not redeemed a NSF check and paid the NSF check fee of \$50.
9. Absolutely NO GENERATORS allowed.
10. Political booths, raffle booths do not meet criteria for admittance and will not be accepted.
11. Sponsorships for commercial vendors, consultant-based business, or information are only allowed with prior approval. For sponsorship information, please contact the Chamber at 817-596-3801.
12. This is a family-friendly festival. As such, profanity or alcohol related products are not permitted. Craft vendors selling crafts with alcohol signage are asked to display products at the back of the booth so that the products are not visible by passerby.
13. Peach Central headquarters for all Festival Staff and Volunteers as well as Lost & Found will be in the old City Hall building at 119 Palo Pinto.
14. Parker County Peach Festival is a registered trademark of Weatherford Chamber of Commerce

IX. CONTACT INFORMATION

Parker County Peach Festival
401 Fort Worth Hwy
Weatherford, TX 76086
817-596-3801
Gloria Martinez
gmartinez@weatherford-chamber.com
www.peachfestivaltx.com

2020 Parker County Peach Festival Vendor Application

JULY 11, 2020

Terms & Conditions should be read before applying to participate

Complete and sign this application/contract to participate in the Parker County Peach Festival to be held on Saturday, July 11, 2020 from 8 a.m. to 4 p.m. Deadline: Returning vendors - January 1, 2020 to guarantee same location.

Date: _____

Business Name: _____

(Please print legibly)

First Name: _____ Last Name: _____ Phone: _____

TX State Sales Tax ID: _____ Email: _____

Address: _____ City: _____ St.: _____ Zip: _____

(Vendor packet will be mailed to address listed above)

New Vendor: Yes No 2019 Booth # _____ 2020 Booth # request _____ Corner Booth: \$20 Yes No 3 wristbands are provided, need add'l @3.00 ea. Total: _____	Electricity: Yes No Electrical form MUST be included with application. NO GENERATORS ALLOWED! Water hook-up: Yes No <i>Hoses should not leak any water</i>	Which set-up do you need? _____ Friday night _____ Saturday morning-electricity is NOT available for any Sat. morning set-up locations _____ No preference
Items to be sold:	Food/Drink to be sold:	Second food choice: (vendors selling similar items will be limited)

Incomplete applications will not be considered! Application checklist:

- ☐ Application ☐ Payment ☐ Certificate of Insurance (food & activity) ☐ 2) Photos of your booth ☐ Food unit photo
☐ 2 Photos of goods being sold ☐ Electrical Form ☐ Food Menu w/prices ☐ 501c3 Acknowledgment Letter (non-profit)

Booth fee _____ + corner booth _____ + electricity _____ + add'l wristbands _____ + late fee = \$ _____

(listed on Terms & Conditions page)

April 1-\$35.00

June 1-\$50.00

July 1-\$75.00

Credit Card & Checks will not be processed until approval is made:

Name on Card: _____ CC#: _____ Exp: _____ CVV: _____

Billing Address _____
(including zip code)

I have read and understand and will abide with Parker County Peach Festival terms and conditions, procedures, and rates. By signing this application, I acknowledge that the festival is subject to various weather conditions and state, federal safety and health regulations. Exhibits must remain open until closing. In the case of severe or hazardous weather or any other act of God, there will be no reimbursement of booth fees or any other monies submitted to the Chamber of Commerce, City of Weatherford or Parker County Peach Festival. No refunds will be made, except in the case of a booth space rejection by the Peach Festival Committee.

Applicant Signature: _____ Please print name: _____

Mail Vendor packet to: Parker County Peach Festival PO BOX 310 Weatherford, TX 76086

Checks payable to: Parker County Peach Festival

Office Use Only	Date received: _____	Payment: Cash Check MO	Credit: AmEX MC VISA Disc
Check # _____	Booth #: _____	Booth price: _____	Electricity: (\$40) _____ Corner (\$20) _____
NSF: (\$50) _____	Late: _____	Wristbands: _____	Total: _____ Date application processed: _____

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