

Sherman Arts Festival 2009- 27^h Year!

Come CELEBRATE ART in Sherman, Texas. Folks love our beautiful setting for this outdoor show, with free parking, free admission and free entertainment all day! We had 12,000 attendance for our 26th year celebration and plan to top that in 2009!

DATE: Saturday, Sept. 19, 2009, rain or shine

SET-UP: Friday, Sept. 18, any time after noon; security will be provided overnight, beginning at 5 p.m. (Those setting up Friday will need to remain with booth until that time.)

OR Sat., Sept. 19, 6 a.m. – 8 a.m. - Booths must be completely set up, ready for sales, and vehicles moved to designated parking by 8:30 a.m.

SALES: 9 a.m. – 5 p.m., Saturday.

TEAR 5 p.m. or after, Saturday, Sept. 19, no early tear downs.

DOWN: *Early tear down will result in removal from the accepted vendor list for future shows.*

LOCATION: southeast lawn of Sherman Municipal Building, along Pecan, between Elm and Rusk

SECURITY: Friday, Sept. 18, 5 pm. until 8 a.m. Saturday morning.

MARKETING: Event will be marketed to North Texas/Southern Oklahoma.

BOOTH SIZES AND FEES: 11' x 11', outdoors, \$75.00 before August 1; postmarked after August 1, \$95; payment by credit card only, after August 24. Booths may be shared. Vendors may request up to 2 adjacent spaces per vendor. **No refunds after August 1.** Sorry, no unloading assistance available. **Vendors must provide his/her own tables, chairs, shade coverings, etc.** Spaces assigned on first-come, first-serve basis, by application date. Spaces are also assigned to avoid having similar products side by side. Separate area for Retail. No hay bales allowed. No refunds for bad weather. **Limited electricity available, one section, for additional \$50; vendor provides own heavy duty extension cord. Vendors using power for crafts (monogramming, etc.) will get preference on these spaces. ART/CRAFTS & RETAIL will not be separated in this section.**

VENDOR APPLICATION deadline: September 4, 2009.

The **ARTS AND CRAFTS SECTION** will be open to individuals, clubs or groups for the sale of original handcrafted items made or assembled by the seller. A limited number of vendors of similar items will be selected. No commercially produced items, such as purses, clothing, or jewelry that are purchased for re-sale will be allowed in the arts and crafts section. No food items for on premises consumption may be sold from any arts and crafts booths. If you are in violation of the rules you will be asked to move your booth to the retail or food sections or to tear down; there will be no refunds. Please submit a non-returnable picture of your merchandise and of your booth or display set-up, along with your application, so that we may ensure our patrons a wide variety of choices. The selection committee retains the right to return applications, along with fee, if you are not chosen.

The **RETAIL AREA, a separate section**, will be open to sales of items which add to the art of living, such as commercially produced baskets, jewelry, fashion accessories, packaged gourmet food, and decorative items. Registration and set-up items as above apply. Send detailed description and non-returnable photo of merchandise for review by Selection Committee.

Vendors selected will receive confirmation within ten working days. Vendors not chosen will be notified within ten working days and fees returned. **Vendors are required to collect and remit state and local sales tax.** . NO APPLICATIONS WILL BE ACCEPTED WITHOUT A COPY OF YOUR TEXAS SALES TAX PERMIT. Please contact the State Comptroller's office in Sherman for information and assistance, 903-893-0692.

UNLOADING/LOADING: One vendor unloading pass will be sent to you per booth space. Persons sharing booths may have up to two unloading passes. **Passes and instructions will be e-mailed with booth assignments, approximately one week before the festival. Please notify Sue Malnory if you cannot receive e-mail with attachments!!!** At the event, you will be directed to offsite parking after unloading.

OVERNIGHT ACCOMMODATIONS: The Sherman Dept. Tourism has complete lodging information, call toll free, 888-893-1188.

ADDITIONAL INFORMATION:

Our website is www.shermantx.org - Click on "Festival" logo for more info.

Sue Malnory, Vendor Chair, 903-532-5429, 2009saf@gmail.com

Sherman Dept. of Tourism – 903- 957- 0310, or toll free – 888-893-1188

Don't miss out on the fun of the 27th year for Sherman Arts Festival! Please continue to scroll down to Page 3 for the vendor application, which you may print and mail to us, along with a copy of your TEXAS SALES TAX PERMIT.

Mail application to: **SCAH/Sherman Arts Festival 2008, P. O. Box 907,
Sherman, TX 75091-0907**

NOTE: We accept payment by check (until August 24) or by credit card (VISA, MASTERCARD or DISCOVER, only)

Thank you!



Sherman Arts Festival 2009

Arts and Crafts/ Retail Boutique Vendor Application

Please type or print. Application must be accompanied by full payment, required photo & copy of sales tax permit.

Name of contact person _____

Name of business, if any _____

Address _____ City _____ State _____ ZIP _____

Phone _____ Fax _____

Website _____ E-Mail _____

What will you be selling? (check one) Handcrafted items made by you _____ Retail items _____

Check items you will be selling:

Jewelry _____ Clothing _____ Purses, accessories _____ Candles _____ Paintings _____ Home Décor _____ Garden Décor _____

Plants _____ Cards/Paper _____ Spa/Beauty _____ Holiday _____ Gourmet/Cooking _____ Pottery _____ Photographs _____

Flowers/Produce _____ Sports _____ Service _____ Other _____ Describe _____

Number booths requested _____ @ \$75 per booth

Booth fee enclosed _____ \$75 x number of booths

Early Set-Up fee _____ \$15 for set up on Friday

Late fee _____ \$20 after Aug 1

Electricity _____ \$50 (limited availability)

Total Enclosed Check _____ Credit Card _____

Credit Card # _____, Expiration _____ (mm/yy)

Signature _____

Make checks payable to SCAH (Sherman Council for the Arts & Humanities), and mail the completed application, full payment, photos, and self-addressed, stamped, legal sized envelope to:

SCAH/Sherman Arts Festival 2009

P. O. Box 907, Sherman, Texas 75091-0907

- Arts Festival 2009 reserves the exclusive right for approval of all items and the right to cancel a booth exhibit, require alteration and /or removal of any merchandise, product or activity from the show which we, in our sole discretion deem detrimental to or inconsistent with the quality of the event. Arts Festival 2009 will not be responsible for any Vendor costs incurred in the event this occurs and no refund will be given.
- Vendor is aware that if confirmed, there will no refunds after August 1, 2009.
- Booths will be assigned at the discretion of the committee; requests for specific placement will be considered on first come, first serve basis, where feasible.
- Sponsoring organizations shall not be liable to Vendor for any damage, loss, or injury arising from any condition existent at the event, or any act, omission or neglect by any other Vendor, volunteer, visitor and employee at any time, whether during, prior to or after the show.
- I/We have read and agree to the rules of participation for Arts Festival 2009.

Vendor Signature _____ Date _____

TEXAS SALES TAX NO. _____ (attach copy of permit)

YOUR NAME AS LISTED WITH TEXAS COMPTROLLER: _____