14th Annual Sunset Valley ArtFest 2020

**ART VENDOR Registration Form**

*April 25, 2020*

9:00 am–4:00 pm Toney Burger Center

Take advantage of the Sunset Valley Holiday Inn Express if you need a place to stay during your festival planning and set up.

Make reservations online or call 512-891-9500.

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**Art Vendor Application Form**

**To apply for booth space, please complete this form and send to:** Sunset Valley ArtFest, Sunset Valley City Hall, 3205 Jones Road, Sunset Valley, TX 78745 by **April 13th, 2020**. Each application must include the signed form, payment, and images of work if you are a new vendor. You may also list a direct link to your website that shows the images for us to review. Photos/images of your materials, but we still need this form and a check mailed or hand-delivered to the address above by the deadline. Make checks payable to Sunset Valley ArtFest. If you sell various items (i.e. jewelry and art), please tell us and which one is your primary focus. Returning vendors need not re-submit images.

**Eligibility:** Entries must be the original work of the artist. All prints, lithographs, serigraphs, etchings, wood, etc. must be hand pulled and signed by the artist. All works are to be approved by the Sunset Valley Arts Commission.

**Onsite guidelines:** One 11x11 booth space is provided. Artists are to provide their own tents, tables, and furnishings. Artists are responsible for securing their booths with a minimum of 120 lbs weight per tent (no stakes are allowed into the pavement).

Example: a one gallon jug filled with water is 8lbs  
Example: one cinder block is 40lbs

Artists are not allowed into the show with less than the minimum amount of tent weight as it poses a hazard to others.

<table>
<thead>
<tr>
<th>Participant name:</th>
<th>Past Vendor or New Vendor (Circle One)</th>
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</thead>
<tbody>
<tr>
<td>Business Name:</td>
<td>Past Vendors- For how many years? _____</td>
</tr>
<tr>
<td>Mailing address:</td>
<td>Sunset Valley Resident (Circle One)?</td>
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<tr>
<td></td>
<td>Yes or No</td>
</tr>
<tr>
<td>Business phone:</td>
<td>Cell Phone:</td>
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<tr>
<td>Shirt Size:</td>
<td>TX Sales Tax Number:</td>
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<td>Sunset Valley Sales Tax is 8.25%</td>
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</tbody>
</table>

**MUST HAVE -- Email Address (PRINT LEGIBLY):**

Briefly describe your work (New vendors please include images of your work, etsy account, website, etc. to be considered – non-returnable):

**Your website link:**

Booth Fee (Circle One)  
Artist/Vendor- $60 - SFC Sunset Valley Farmers Mkt.  
Vendor-N/C - Sunset Valley Resident-N/C

I agree to the following:

- Refunds are not available, this is a rain or shine event
- Vendors are to provide their own booth staff for the entirety of the show. ArtFest will not provide staff to sub for vendors in their booth or give breaks
- Vendors are to provide their own staff for set up and tear down
- Vendors are to park in front of booth area for loading and unloading only. Parking is provided in the Toney Burger parking lot.
- Vendors must stay open during the entire show. **Booths (tents and equipment) must be set up by 8:00 am. ALL CARS MUST BE MOVED TO THE DESIGNATED VENDOR PARKING AREA BY 8:30 a.m. Tear down will begin at 4:00 pm.** No vendors will be allowed to load until the show closes at 4 pm.
- Vendors will not smoke in their tent or the immediate area of the main festival exhibits due to fire hazards.

I, the undersigned do hereby agree to indemnify the City, its officer, agents, and employees from any and all claims, losses, causes of action and damages, suits, and liability of every kind including all expenses of litigation, court costs, and attorney fees, for injury to or death to any person, or for damages or claims from any loss of property arising from or in connection with participation in the Sunset Valley ArtFest.

Sign: __________________ Date: _________________