



# Día de los Muertos

Round Rock Ballet Folklorico

## Vendor Information and Release Form

**EVENT LOCATION:** Centennial Plaza 301 W Bagdad Ave, Round Rock, TX 78664

Register fee:	By 10/11/24	After 10/11/24
Business Vendor	\$225	\$250
Arts & Crafts	\$75	\$100
Non-Profit	\$25	\$35
Sponsor (Please advise)		

### Load In Instructions:

**Date:** Saturday, November 2, 2024

**Timing:** 8:00 am-11:00 am

**All booths open for business by 12:00 pm**

**No tear down before 8:00 pm**

**Vendor area open from 12:00 pm-9:00 pm**

**This is a rain or shine event. No refunds.**

### Booth Information

- Booth spaces are 10x10. Vendors must stay within the perimeters of the assigned booth and avoid interference with other booth spaces.
- **Please do not ask to be moved once you arrive to the location.**
- Payment is due upon filing an application.
- Booth space is not guaranteed or assigned until the application is received.
- Vendors must provide their own tables, chairs, tents, extension cords, equipment, and staffing.
- Each vendor will be responsible for assuring safety and security in and around their booth in a manner that minimizes risk or hazards to the public (e.g., grills and appliances attended, extension cords not tripping hazards (bring tape).
- Vendor's space is on pavement with limited electrical hookups available.
- **Please bring any extension cords and power strips you may need.**
- You may not give, sell, or lend your booth space to anyone else without written permission from RRBFC Coordinators.
- This is a rain or shine event. No Refunds.

## **Prohibited substances and activities**

- Silly string or Confetti in any form, including cascarones eggs.
- Water balloons.
- Handing out literature beyond your booth space.
- Cotton Candy, Water - including free water, and Dia de Los Muertos T-Shirts.
- Unwrapped and homemade food is prohibited due to Department of Health requirements.
- Only service dogs may be part of a booth unless other animals have been preapproved as part of the booth's function, such as petting zoos. All service dogs must be on leashes or some other form of restraint. All waste material and other related refuse associated with these animals must be cleaned up and disposed of regularly for the health and safety of all festival goers.
- Amplified or acoustical sound and music may not be broadcast from booths if the sound level interferes with the business conducted in neighboring booths or the music provided by the festival planners.
- Alcohol may not be brought into or taken outside of festival grounds.

## **Release**

I - **Agreement** In consideration of the opportunity to display my work, products, or services to the public, and other good and valuable consideration the adequacy and sufficiency of which is hereby acknowledged, I, the undersigned, hereby agree that by submitting to participate in the Round Rock Ballet Folklorico's Dia de los Muertos, I am agreeing to the terms outlined in this document. This is a rain or shine event. No refunds.

I acknowledge that RRBF reserves the right to accept or deny any submission with or without cause. I further agree to grant RRBF permission to publish in all media my name, artwork, and location for use in marketing through press releases in print, television, and the internet. I further agree to allow RRBF to release such information to other persons and entities. I acknowledge that I have read and understand all terms contained in this waiver and agree to be bound by its terms.

II – **Waiver of Liability** RRBF will not assume any responsibility for loss or damage. RRBF strongly suggests that all exhibitors carry their own personal property insurance.

III – **Sale of Exhibit Items** The sale of any exhibited items or services at the festival is between the seller and the individual buyer. RRBF is not responsible for the promotion of sales. By signing this application form or signing in at the festival (therefore receiving and reading this agreement), Applicant agrees that the Round Rock Ballet Folklorico reserves the right to determine the type of arts, crafts, sponsors, and vendors that can be displayed during the festival.

### **IV – Tear Down/Strike**

Clean up includes removing all items, tape, paper, garbage, blocks, rocks, food, bottles etc. In other words, leave the space in the condition in which you received it. You must check out with the RRBF vendor coordinator before leaving. If you leave early or do not follow festival rules, you will not be welcome to apply for future shows.

I agree to abide by all the rules set forth in this application for the:  
Round Rock Dia De Los Muertos, November 2, 2024, Centennial Plaza.

I understand the above requirements and will abide by them.

Name of Organization \_\_\_\_\_

Contact Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Activity in Booth: \_\_\_\_\_

**\*\*\*Sales Prohibited: Water, Cotton Candy, and Dia de los Muertos T-Shirts\*\*\***

Business Vendor

Arts & Crafts Vendor

Non-Profit

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

Please make checks out to the Round Rock Ballet Folklórico.

**Return Forms and Payment to:**

Julie Chapa at [jchapa@roundrocktexas.gov](mailto:jchapa@roundrocktexas.gov)

OR mail the form and check back to:

Julie Chapa 200 E. Liberty Ave., Round Rock, TX 78664

For more information, please call Julie Chapa at (512) 218-7014

