

2022 OUR LADY OF LOURDES FALL FESTIVAL

VENDOR RULES AND POLICIES

APPLICATION PROCESS: Applications from new vendors will be accepted on a first come, first serve basis. Spaces are limited. Vendors will be contacted when a spot is confirmed. Each vendor will have the option to donate a portion of their proceeds to Our Lady of Lourdes (O.L.L.) Church. These donations will be on a volunteer basis.

APPLICATION DEADLINE: Application deadline is Thursday, September 8th, 2022, by 5:00 p.m. Applications will be accepted online, by email or by mail (postmarked by deadline). Early registration will be accepted until September 2, 2022 2:30 pm and will offer a discounted rate.

SELECTION PROCESS: First come, first serve. Once all spots have been filled, applications will no longer be accepted and will be returned.

FEES: The normal fee for an 8 ft x 8 ft space will be \$25.00. Electricity will be provided at an additional fee of \$10 per space. You may rent more than 1 space. Fees may be paid with check, cash, credit card or money order by mail, at the office, or you may register online through the website at www.ollcatholicchurch.com. During the early registration period (thru 09/02/2022) the rates will be discounted to \$20/space with no electricity and \$30/space with electricity.

REFUNDS: Space assignments are usually made the week prior to the event. After your spot is assigned, no refund will be issued.

RULES AND POLICIES:

1. All spaces are vehicle accessible for setup & tear down only. Vendors may set up anytime between 8:00 am and 4:00 pm on the day of the event and may tear down anytime but may not enter the area with a vehicle until after 10 pm. All vendors must be ready no later than 4:00 pm. No late entries will be allowed unless approved in written format by the Director.
2. No craft vendor vehicle or trailers will be permitted to park anywhere within the festival area. There will be no exceptions. Parking is located to the west & southeast of the festival area.
3. Vendors are responsible for their own tents, tables, chairs and displays.
4. We are a family, friendly non-profit organization-absolutely no inappropriate displays or products. Crafts, clothing, beauty products are welcome. Food vendors will be limited and will be with approval from Director only.
5. All vendors are responsible for compliance with any and all requirements of the State of Texas.
6. O.L.L. is not responsible for any accidents or damages to vehicles, equipment, or persons while on O.L.L. property.
7. Vendors are responsible for leaving a clean area at closing. Vendors are responsible for leaving the spaces in the same condition or better, as when they arrived. Do not leave any garbage or refuse at your booth. At the end of day, bring garbage and rubbish to the festival dumpsters at the northeast corner of NW 4th Avenue and NW 1st Street (SW corner of west parking area). Failure to do so may result in a fee and rejection of future applications.

VENDOR BOOTH COORDINATOR:

Lena Snow can be reached at 940-328-5296 or by email at olljamaica@yahoo.com.

****Retain this page for reference. This is your copy to keep.****

2022 O.L.L. FESTIVAL VENDOR APPLICATION

***** Application Deadline: September 08, 2022 at 5:00 pm *****

Please enter # of spaces needed below (discount will apply if received by 09/02/2022):

No electricity: _____ Single Space (8'x8') \$25(\$20) _____ Double space (16'x8') \$50(\$40)

With Electricity: _____ Single Space (8'x8') \$35(\$30) _____ Double Space (16'x8') \$70(\$60)

_____ Check here if you would like to donate a portion of my proceeds to OLL Church. (You will be contacted after the event)

- ❖ Festival Date/Time: September 10, 2022, 4:00 pm to 10:00 pm.
- ❖ There are no guarantees for a space location. The OLL Festival Committee reserves the right to change space assignments as necessary.
- ❖ The OLL Festival Committee reserves the right to reject any application.
- ❖ No refunds will be issued once spot is confirmed and assigned.
- ❖ No refunds will be issued due to inclement weather.

Please list the items you plan to sell:

Name: _____

Business Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Contact Person: _____

I have read and agree to the vendor rules and policies of the 2022 OLL Fall Festival (page attached).

Signature: _____ Date: _____

Payment enclosed: Check# _____ Cash OR Credit card

******Returned checks will negate the above registration******

******All return checks will be assessed a service charge of \$35.00******

Registration can be made in person to the office or by mail to C/O: Lena Snow, 108 NW 4th Ave, Mineral Wells TX 76067 or online at www.ollcatholicchurch.com (Submit only this application page and retain the rules and policies page for your reference.)

OFFICE USE ONLY:

Assigned spot: _____

Date assigned: _____