

# RANCH HAND FESTIVAL



*Always the Weekend before Thanksgiving*

**Historic Downtown Kingsville**

**Saturday, November 18, 2017**

**9:00 am – 5:00 pm**

## VENDOR APPLICATION FORMS

Please return the following completed documents:

1. Completed and Signed Registration Form
2. Money Order or Cashier's Check made payable to: **CITY OF KINGSVILLE**
3. Signed Indemnity Agreement and Liability Release

**To:**

**City of Kingsville**

c/o Kingsville Visitors & Tourism Center

1501 N. Hwy. 77

Kingsville, TX 78363

For more information, call 800-333-5032 or visit [www.kingsvilletexas.com](http://www.kingsvilletexas.com) or [www.ranchhandfestival.com](http://www.ranchhandfestival.com)

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## Vendor Information

### **VENDORS ARE ENCOURAGED TO COWBOY UP!**

Come celebrate **ranch life and art** in Kingsville, Texas. Folks love our beautiful setting for this outdoor show with free parking, free admission and free entertainment Saturday, Nov. 18th all day following the **Ranch Hand Breakfast!**

**DATE:** Saturday, Nov. 18, 2017, **rain or shine.**

**SET-UP:** Saturday, Nov. 18, 7:00 am – 9:00 am. Booths must be completely set up, ready for sales, and vehicles moved to designated parking by 9:00 am.

**SALES:** 9:00 am – 5:00 pm, Saturday, Nov. 18

**TEAR DOWN:** 5:00 pm, Saturday, Nov. 18. Early tear-downs are not encouraged due to traffic & logistics.

**LOCATION:** Historical Downtown Kingsville

**INFORMATION BOOTH:** 1904 Downtown Train Depot (Kleberg & Alarcon Street) On day of event.

**BOOTH SIZES AND FEES:** 10' x 10' outdoors, \$35.00 cost per booth. Booths may be shared.

**ELECTRICAL:** All vendors must bring their own generators if electricity is needed. **No electricity is provided.** Vendors must provide all electrical cords that they will need.

Sorry, no unloading assistance will be available. Vendors must provide their own tables, chairs, shade coverings, etc. Spaces assigned on first-come, first-served basis, by application date. Spaces will be assigned to try to avoid having similar products side by side.

**This is a rain-or-shine event and there will be no refunds for bad weather.**

The Ranch Hand Festival reserves all rights to rearrange booths as needed to allow for accessibility to all vendors and spectators. **ONLY** The Ranch Hand Festival Committee may make changes to the location of booths.

**VENDOR APPLICATION DEADLINE:** November 13, 2017.

**APPLICATION:** The application may be printed, filled-out and mailed with payment to:

Kingsville Visitors & Tourism Center, c/o Ranch Hand Festival, 1501 N. Hwy 77, Kingsville, TX 78363.

No food items on-premises for consumption may be sold from any arts / crafts or retail booths. The Vendors selected will receive confirmation within 14 working days.

**All Vendors** are required to collect and remit state and local sales tax. **Food Vendors** must comply with all city, state & county regulations and acquire require permits as required.

**UNLOADING/LOADING:** After unloading, vendors will be directed to nearby off-site parking.

**OVERNIGHT ACCOMODATIONS:** The Kingsville Visitors & Tourism Center has complete lodging information at 1-800-333-5032 or visit website at [www.kingsvilletexas.com](http://www.kingsvilletexas.com) or email [howdy@cityofkingsville.com](mailto:howdy@cityofkingsville.com)

**ADDITIONAL INFORMATION:** The Annual Ranch Hand Festival Web site is [www.ranchhandfestival.com](http://www.ranchhandfestival.com)

E-mail is [info@ranchhandfestival.com](mailto:info@ranchhandfestival.com) Like us on Facebook at Ranch Hand Festival

# Ranch Hand Festival Vendor Application

Please type or print clearly. Application must be accompanied by full payment

Name \_\_\_\_\_

Name of business, if any \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Web site \_\_\_\_\_

What will you sell? Art/Handcrafted items \_\_\_\_\_ Retail items \_\_\_\_\_ Food Vendor \_\_\_\_\_

Check items you will sell: Food \_\_\_\_\_ Drink \_\_\_\_\_ Retail items \_\_\_\_\_ Jewelry \_\_\_\_\_ Clothing \_\_\_\_\_  
Purses/Accessories \_\_\_\_\_ Candles \_\_\_\_\_ Sports \_\_\_\_\_ Home Décor \_\_\_\_\_ Garden Décor \_\_\_\_\_ Plants \_\_\_\_\_  
Cards/Paper \_\_\_\_\_ Pottery \_\_\_\_\_ Spa/Beauty \_\_\_\_\_ Holiday \_\_\_\_\_ Photographs \_\_\_\_\_ Flowers/Produce \_\_\_\_\_  
Paintings \_\_\_\_\_ Service \_\_\_\_\_ Other \_\_\_\_\_  
(Specify Food, Drink & other category) \_\_\_\_\_

Number of Booths Requested \_\_\_\_\_ @ \$35 per booth  
(Double-width is available \$70.00 \_\_\_\_\_)

**Total Enclosed \$** \_\_\_\_\_ by Cashier's Check, Money Order or Credit Card

Make checks payable to the City of Kingsville and mail the completed application & full payment to:

**Kingsville Visitors & Tourism Center  
1501 N. Hwy. 77  
Kingsville, Texas 78363**

Ranch Hand Festival 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. Ranch Hand Festival will not be responsible for any vendor costs incurred if such an event occurs and no refund will be given.

Vendor is aware that if confirmed, there will be no refunds after Nov. 13, 2017.

Booths will be assigned at the discretion of the Annual Ranch Hand Festival.

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 or employee at any time, whether during, prior to or after the show.

I/We have read and agree to the rules of participation for the Kingsville Ranch Hand Festival.

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

Texas Sales and Use Tax Permit # \_\_\_\_\_

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## **INDEMNITY AGREEMENT, COVENANT NOT TO SUE and LIABILITY RELEASE INDIVIDUAL RELEASE FOR ADULT**

As a participant in **RANCH HAND FESTIVAL - Downtown Kingsville**, I acknowledge the risks, and assume personal responsibility for my actions. I hereby release, covenant not to sue and agree to indemnify and hold harmless the **CITY OF KINGSVILLE, KINGSVILLE HISTORIC DOWNTOWN DISTRICT ASSOCIATION, KINGSVILLE MAINSTREET, AND KINGSVILLE HERITAGE FOUNDATION** its agents, employees, officers, and successors from any claim or liability, which I, my heirs, executors, administrators or assigns may have or claim to have arising out of any bodily injury, death, or property damage I might sustain relating to activities while participating in **RANCH HAND FESTIVAL - Downtown Kingsville**. I understand that if I am a food vendor, there are potential risks involved in cooking and/or serving my food item which include, but are not limited to, burns, cuts, slipping, falling or lifting heavy items that are actually heavier than they appear. I have read this Indemnity Agreement, Covenant Not to Sue and Liability Release and I understand all its terms. I sign it voluntarily and with full knowledge of its legal consequences.

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**Name of organization work site**

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**Participant's Signature & Complete Address**

**Date**

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**Printed Name and Telephone Number**

## **INDIVIDUAL RELEASE FOR MINOR**

In return for allowing my minor child to participate in **RANCH HAND FESTIVAL - Downtown Kingsville**, I acknowledge the risks, and assume responsibility for the actions of my minor child. I hereby release, covenant not to sue and agree to indemnify and hold harmless the **CITY OF KINGSVILLE**, its agents, employees, officers and successors from any claim or liability, which I, my heirs, executors, administrators, or assigns may have or claim to have arising out of any bodily injury, death or property damage that our volunteer might sustain relating to activities while participating in this program. We have read the Indemnity Agreement, Covenant Not to Sue and Liability Release and understand all its terms. I sign it voluntarily and with full knowledge of its legal consequences.

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**Name of organization work site**

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**Parent/Legal Guardian's Signature & Complete Address**

**Date**

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**Printed Name of Minor and Telephone Number**