

2008



October 18, 2008

VENDOR INFORMATION PACKET APPLICATION

DEADLINE: September 8, 2008



APPLICATION DEADLINE

**Deadline for submitting application:
Roundup On The Range – September 8, 2008**

Dear Business Owner/Manager,

Howdy y'all! We wanted you to be the first to hear about an exciting event coming once again to McKinney, Texas. VMC (Volunteer McKinney Center) will be hosting the second **Roundup On The Range** western festival on Saturday October 18, 2008 at the beautiful 165-acre Myers Park and Event Center (formerly known as Collin County Youth Park). The Roundup Vendor committee would like to personally invite you to apply to participate in the Trade and Gear Vendor Area. **An application is enclosed for your convenience.**

This family-fun event will play host to authentic cowboy cookin' chuckwagon teams competing for high-dollar purses while fixin' some mighty fine grub. Western musicians, storytellers and poets will entertain with their down-home cowboy lore, and the day-long family activities cannot be missed!

Please follow all application instructions carefully and note that the deadline for submitting the vendor application is **September 8, 2008**. All applicants are notified by letter of acceptance or non-acceptance. Checks will be returned to applicants not selected.

The following items must be completed and enclosed for the application to be considered:

- Official Vendor Application (included)
- Your entry fee
- Hold Harmless and Indemnity Agreement (included)
- Copy of Texas Sales Tax and Use permit
- If available, current photos of your products and booth you intend to use and your overall display (Color photocopies are accepted)

Incomplete forms will not be accepted. Photos of applicant's products become the property of VMC. Submission of your application does not guarantee acceptance or placement. A selection committee will review all applications and we reserve the right to select or reject vendors. **Roundup On The Range will take place rain or shine; therefore, there are no refunds or cancellations.**

You or your representative must be present at your assigned booth during festival hours. Vendor booths will be located in the Show Barn, Indoor Arena or outdoors at the Myers Park and Event Center. Booths will be assigned on a first-come, first-served basis, with the needs of the vendor as well as the event committee taken into consideration.

If chosen as a festival vendor, you must be available to set up on Friday, October 17th by 5 pm or Saturday, October 18 by 8:00 am (no exceptions) and for break down after the close of the festival. No vehicular traffic will be permitted on the festival grounds between the hours of 9:00am – 7:00pm. **ABSOLUTELY NO DOGS or PETS ALLOWED ON FESTIVAL GROUNDS AT ANY TIME.**

Please review the attached Official Vendor Application. If you have any questions, please contact Leslie Thetford at (972) 569-0947 or the VMC at (972) 542-0679. We look forward to receiving your application!

Sincerely,

Leslie Thetford
Roundup On The Range
Chair/Vendor Committee

**APPLICATION DEADLINE IS
September 8, 2008**

ROUNDUP ON THE RANGE

McKinney, TX

October 18, 2008

OFFICIAL VENDOR APPLICATION

(Please type or print clearly)

Contact Name: _____ Company: _____

Mailing Address: _____ City, State, Zip: _____

Home Phone: _____ Business Phone: _____

Email: _____ TX Sales Tax #: _____

Website: _____

Please provide a description of vendor items to be displayed or sold during the festival in the space below. Please include the price range of your items.

If available, please enclose photos of items to be sold and photos of booth set up. All photos become the property of the VMC (Volunteer McKinney Center).

FEES: No cash accepted. Check or money orders only. (If vendor packet is received by July 1, 2008 the cost of 10x20 will be reduced to \$75.00)

_____ 1 space (10x10 area w/o electricity) = \$50.00 _____ 1 space (10x20 area w/o electricity) = \$100.00

Special electricity needs will be accommodated for a fee of \$10

_____ I will require electricity

_____ I will not require electricity

Vendors requiring electricity must bring a minimum of 100-foot personally identified heavy-duty extension cord and cord covering.

All vendors to provide own table and chairs. (If needed, two chairs and one table can be supplied for a rental fee of \$15). All sale and display items must be contained within the booth area.

Roundup On The Range Festival is a "Rain or Shine" event. There are no refunds for inclement weather. There are no provisions for water or drainage disposal. VMC and Myers Park and Event Center does not assume responsibility for damage or theft of your property. Vendors are responsible for submitting all applicable taxes directly to the proper agency.

Please note: Submission of an application does not guarantee acceptance. The Vendor committee reserves the right to assign space in accordance with other vendors and products. Upon acceptance, a letter of confirmation will be mailed.

Make check or money order payable to:

**Volunteer McKinney Center
c/o Roundup On The Range
PO Box 2821
McKinney, TX 75070**

Total Fee's Enclosed \$ _____

My signature acknowledges that I will be present and my booth will be open all advertised hours of the Roundup on the Range festival. I agree to follow all rules and regulations set forth by the festival staff and understand that failure to do so can result in immediate expulsion without refund. I will have no pets, illegal substances or weapons on my person, in my booth or my vehicle during the festival.

Signed: _____

Date: _____

HOLD HARMLESS AND INDEMNITY AGREEMENT
Roundup On The Range
October 18, 2008

I, _____, the Undersigned, binding my heirs, executors, administrators, estate and assigns, do hereby agree to release Volunteer McKinney Center, it's event workers, participating event organizations, sponsors, volunteers and their representatives or others from any and all claims that may arise as a result of any expenses, personal injury, loss or damages incurred by me during my participation in Roundup on the Range. I also agree to indemnify Volunteer McKinney Center from any and all claims that may arise from my conduct that results in expenses, attorney fees, personal injury, loss or damages incurred by anyone else during my participation in Roundup on the Range.

If this vendor is other than an individual, vendor certifies, warrants and represents that the individual whose signature appears below is duly authorized to execute the Agreement on behalf of the firm, corporation, partnership or any other entity who is the vendor.

IN WITNESS WHEREOF, this Agreement has been executed this _____ day of _____ 2008.

Vendor: _____

Signature: _____

Printed Name: _____

Title: _____