

# 2012 Tulip Festival Craft & Garden Market

Festival Dates: April 13-14, April 20-21<sup>st</sup> (Dutch Day 4/21), April 27-28, May 4-5<sup>th</sup> (TBD)  
10:00 am – 8:00 pm



## Booth Rental Application & Contract

Company Name: \_\_\_\_\_

Description of Service/Products to be sold: \_\_\_\_\_

Contact's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone #(s): \_\_\_\_\_ Fax: # \_\_\_\_\_

Billing Address: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Website Address: \_\_\_\_\_

**Important:** *Vendors will be located on the rim of the Waterfall Amphitheater and vendors may drive to their setup location, then park vehicles in the Children's Garden parking. DO NOT DRIVE ON THE GRASS!*

Please indicate preferred both space (see map attached): 1<sup>st</sup> choice \_\_\_\_\_; 2<sup>nd</sup> choice \_\_\_\_\_; 3<sup>rd</sup> choice \_\_\_\_\_

Please indicate the weekend(s) you will attend:

	Food Vendors	:	Craft Vendors
April 13 <sup>th</sup> -14 <sup>th</sup>	80/20 split	⋮	\$175
April 20 <sup>th</sup> -21 <sup>st</sup>	80/20 split	⋮	\$175
April 27 <sup>th</sup> -28 <sup>th</sup>	80/20 split	⋮	\$175
May 4 <sup>th</sup> -5 <sup>th</sup> (TBD)	TBD	⋮	TBD

*\*Buy one weekend & take \$50 off the second.*

*\*Buy two weekends & take half off the third!*

*\*Contact Event Manager for questions regarding booth fees/ additional offers that may exist on them.*

\$175 for 1 weekend	=	\$ _____
\$300 for 2 weekends	=	\$ _____
\$437.50 for 3 weekends	=	\$ _____

\$50 Deposit for food vendors applied to  
Last day's sales % ..... Total = \$ \_\_\_\_\_

**(Circle one) Electricity\***: \$50 per 110-volt/20-amp outlet, \$65 per 220-volt/30 amp. \$ \_\_\_\_\_

*\*Please see show manager for additional power and phone needs. Thanksgiving Point does **not** provide extension cords.*

**TOTAL DUE TO THANKSGIVING POINT TULIP FESTIVAL** \$ \_\_\_\_\_

If space is available, applications will still be accepted after April 15, 2011 with full payment.

Credit Card Payment: (please circle) Visa MC AmEx Discv **Exp Date** \_\_\_\_\_ Card # \_\_\_\_\_

Name on Card: \_\_\_\_\_ Card Holder's Signature: \_\_\_\_\_

Make checks payable to: Thanksgiving Point

I have read and agree to the policies listed on the following page: \_\_\_\_\_

(Exhibitor's Signature) (Date)

Please send application and deposit to:

The Thanksgiving Point Tulip Festival/Public Events  
3003 N. Thanksgiving Way or FAX to (801)766-5050 Attn: Thanksgiving Point Tulip Festival  
Lehi, UT 84043

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*For questions or to check booth availability contact Brittany @ 768-4965, [bloose@thanksgivingpoint.org](mailto:bloose@thanksgivingpoint.org)*

## Policies and Procedures

**Agreement:** Vendors may not sublet their complete booth space. Exhibitors must list all products and services that will be promoted or sold at their booth. Please keep a copy of the contract and Policies and Procedures for your own records. A letter of confirmation will be mailed notifying you of your final acceptance status.

**Booth Space:** Each booth space is a '10 x '10 area. Festival Canopies are provided by Diamond Rental and are included in the booth price. If you need any additional items for your booth, contact Diamond Rental in Orem at: 801-222-9311. Booths will be assigned on a first come, first serve basis when **both** your deposit and contract are received. However, Thanksgiving Point reserves the right to move exhibitors if deemed necessary.

**Cancellations:** If the show is cancelled by Thanksgiving Point for any reason, other than an act of God or an act of war, the amount paid by exhibitor will be refunded. The Tulip Festival is a rain or shine event. Refunds will not be given in case of inclement weather. If you cancel one month or more prior to the event, all monies paid will be returned. If you cancel within one month before the Tulip Festival, and if Thanksgiving Point cannot resell your booth space, you will be charged the full amount of the booth space. All cancellations must be submitted in writing. Exhibitors forfeit booth space if they have not yet arrived by 8:45 am on Friday, April 13. "No Show" Exhibitors will not be refunded, and will risk future participation in Thanksgiving Point Events.

**Deposit:** Booth space is not contractually obligated until we have **both** the signed contract and payment. In the event that there are no available spaces, the category limit has been reached, or your application is not accepted, your payment will be refunded.

**Electricity:** All electricity needs must be requested and paid at least 7 days before the first day of the event. Vendors are responsible for their own extension cords. A 50 foot extension cord is recommended.

**Facilities:** Thanksgiving Point reserves the right to move any equipment (i.e. tables, chairs...) that are in violation of fire code regulations or can be considered hazardous.

**Food & Beverage:** Only catering or concessions approved by Thanksgiving Point Event Manager are allowed. Samples not exceeding 2 ounces are permitted within your booth space.

**General Etiquette:** Thanksgiving Point maintains a smoke and alcohol free environment.

**Insurance:** Exhibitors hereby agree to indemnify and hold Thanksgiving Point harmless from any liability arising out of the exhibitor's use of Thanksgiving Point during the show including load in, set up, tear down, and load out. Exhibitor must provide Thanksgiving Point with a certificate of insurance for general liability (\$1,000,000 Per Occurrence and \$2,000,000 General Aggregate), Automobile and Workers Compensation naming "Thanksgiving Point (et. al.)" as additionally insured with coverage for all dates of event including load in and load out. This must be given to the Thanksgiving Point Tulip Festival Event Manager seven (7) days prior to the first use of Thanksgiving Point facilities. Exhibitors cannot begin set up until the insurance is received by the Event Manager.

**Load-in/Load-out:** Load in dates and times are as follows: Friday, April 13th, 20th, & 27th, 8:00am-9:00am, & Friday May 4<sup>th</sup> (TBD), 8:00am-9:00am. All vehicles must be out of gardens no later than 9:00am. Load out will begin immediately following the event, each Saturday at 8 PM. All property must be removed at this time. Any property left after May 5th will be disposed of by Thanksgiving Point. Exhibitors are responsible for the clean up of their booth space. The Waterfall Amphitheatre access road will be used for load in and load out. Vendors are responsible to bring their own loading/unloading equipment. Personal motor vehicles are not permitted in the gardens from 9:00am – 8:00 pm daily.

**Market Hours:** The Tulip Festival Market Hours run from 10:00am-8:00pm each day. All booths must be staffed during all hours of the festival market or until the Event manager agrees to early load out due to low attendance and inclement weather.

**Marketing:** Exhibitors will be listed in the Tulip Festival program if information is **received by March 26<sup>th</sup>**.

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### Policies and Procedures Continued

**Non-Discrimination:** Thanksgiving Point and its Tulip Festival Committee welcome all, regardless of race, creed, color, sex, religion, sexual orientation, age, nationality, or marital status.

**Payment:** Total amount is due with signed contract to reserve a booth. All returned checks will be assessed a \$15 charge the first time they are returned and a \$20 charge if returned a second time.

**Parking:** Exhibitors must park in the Children's Discovery Garden parking lot after load in and must park within designated stalls.

**Security:** Despite arrangements made by Thanksgiving Point to provide excellent security protection for vendor properties, Thanksgiving Point is not liable for losses or damages of any kind.

**Taxes and Licensing:** The Utah State Tax Commission requires vendors who engage in direct sales at Thanksgiving Point to pay sales tax to the state. You will need to obtain a temporary sales tax ID number specifically for this event. This fee is not included in the booth cost and is to be paid to the Utah State Tax Commission. **Food Vendors** are required to obtain a permit to operate a temporary space from the Utah County Health Department located at 151 South University Ave., Provo, Utah, 801-851-7000. Food Vendors must display this at the booth at all times. We request that you fax or email a copy of your permit before April 15<sup>th</sup>.