



ART VENDOR Registration Form

14th ANNUAL SUNSET VALLEY ARTFEST

SATURDAY, APRIL 30, 2022 9:00 AM - 4:00 PM

TONEY BURGER CENTER, 3200 JONES ROAD

SUNSET VALLEY, TEXAS 78745

Art Vendor Application Form

To apply for booth space, please complete this online form by **April 1, 2022**.

You will be notified via email if you are approved for booth space. You will be invoiced for the booth fee ONCE YOU ARE APPROVED. Then you will be able to pay online **OR** by cash or check via mail or hand-delivery to the City of Sunset Valley offices at 3205 Jones Road, Sunset Valley, TX 78745 by the April 15th, 2022 deadline. Please make any checks payable to "Sunset Valley ArtFest."

Booth Fee (MUST Mark One):

Artist/Vendor- \$75

SFC Sunset Valley Farmers Mkt. Vendor - N/C

Sunset Valley Resident - N/C

Each application must include this completed form and a direct link to your website that shows the photos/images for us to review your materials. If you don't have a website, you may upload images below.

Art or original products:

Briefly describe your art and original products for sale in the space above.

Images of art or products:

New vendors MUST provide images of their work to be considered

Your website, etsy or social media link:

If you do not have a website, please email images to arts@sunsetvalley.org

Returning vendors do NOT need to re-submit images.

Types of Products:

Do you sell more than one type of item? (i.e. art and pottery, or art and woodworking, etc.)

Yes No

If YES, please list your primary and secondary products:

Primary: _____

Secondary: _____

Eligibility:

Entries must be the original work of the artist. All prints, lithographs, serigraphs, etchings, wood, etc. must be hand pulled and signed by the artist. All works are to be approved by the Sunset Valley Arts Commission.

Onsite guidelines:

One 11'x11' booth space is provided. Artists are to provide their own tents, tables, and furnishings. Artists are responsible for securing their booths with a minimum of 120 lbs. weight per tent (no stakes are allowed into the pavement). Example: a one-gallon jug filled with water is 8lbs or one cinder block is 40lbs.

Artists are not allowed into the show with less than the minimum amount of tent weight as it poses a hazard to others.

Participant name:

Vendor Status: (You MUST mark one)

Past Vendor ___

New Vendor ___

Past Vendors Only:

How many years have you been a vendor? _____

Business Name: _____

FULL Mailing address with zip code:

Business phone: _____

Cell Phone: _____

Sunset Valley Resident (Mark One)?

Yes ___

No ___

T-Shirt Size:

TX Sales Tax Number:

Sunset Valley Sales Tax is 8.25%

Email Address: _____

**** MUST PROVIDE THIS OR YOUR FORM WILL NOT BE PROCESSED****

I agree to the following:

- Refunds are not available, this is a rain or shine event
- Vendors are to provide their own white pop-up tent and their own booth staff for the entirety of the show. ArtFest will not provide staff to sub for vendors in their booth or give breaks
- Vendors are to provide their own staff for set up and tear down
- Vendors will do a drive-thru check in at a designated point starting at 6:30 am, then park directly in front of or in their booth number/space for only **quick** unloading of materials. All vehicles need to be moved to Vendor Parking at a nearby lot as soon as items are unloaded. Parking attendants can help direct you.
- Vendors must stay open during the entire show. Booths (tents and equipment) **must be set up by 8:15 am.** ALL CARS MUST BE OUT OF THE DESIGNATED VENDOR PARKING AREA BY 8:30 a.m. Tear down will begin at 4:00 pm. No vendors will be allowed to load out until the show closes at 4:00 pm.
- Vendors will not smoke in their tent or the immediate area of the main festival exhibits due to fire hazards.

I, the undersigned do hereby agree to indemnify the City, its officer, agents, contractors and employees from any and all claims, losses, causes of action and damages, suits, and liability of every kind including all expenses of litigation, court costs, and attorney fees, for injury to or death to any person, or for damages or claims from any loss of property arising from or in connection with participation in the Sunset Valley ArtFest.

Signature & Date

