



# Fiesta de los Reyes

April 21 through April 30, 2017

Market Square Plaza, 514 W. Commerce, San Antonio, Texas 78207

## 2017 NON-FOOD VENDOR APPLICATION

Specialty Food Items / Artisans / Accessories / Clothing / Cosmetics / Small Business Exhibitors  
**(Items To Be Sold Must Be Approved)**

**\*PLEASE COMPLETE ALL THE INFORMATION REQUIRED BELOW:**

\*NAME OF VENDOR OR SMALL BUSINESS: \_\_\_\_\_

\*CONTACT PERSON: \_\_\_\_\_

\*ADDRESS: \_\_\_\_\_

\*CITY: \_\_\_\_\_ \*STATE: \_\_\_\_\_ \*ZIP: \_\_\_\_\_

\*PHONE: \_\_\_\_\_ (Cell # during event): \_\_\_\_\_

\***EMAIL ADDRESS:** \_\_\_\_\_

\*SALES TAX ID NUMBER: \_\_\_\_\_

\*DESCRIPTION OF ITEM(S) AND PRICES: \_\_\_\_\_

\*PRICE(S) OF ITEMS: \_\_\_\_\_

\*Provide A Copy of Your Liability Insurance **OR**

Purchase Fiesta Commission Liability Insurance Available – *Price to be determined by Fiesta Commission before 3/15/17*

***Request for Space & Location is not guaranteed. Booths allocated by Concession Manager.***

PLEASE SCAN & EMAIL THIS FORM TO [judi@judideleon.com](mailto:judi@judideleon.com) Or FAX TO 210.738.8664

If you have any questions, please call or text Judi Deleon at 210.386.3722. Thank You!

**OFFICE USE ONLY:**

\_\_\_\_\_ **APPROVED**

\_\_\_\_\_ **NOT APPROVED**

APPROVED BY CONSEJO REPRESENTATIVE: \_\_\_\_\_ DATE : \_\_\_\_\_

BOOTH #: \_\_\_\_\_ LOCATION: \_\_\_\_\_ PRICE: \_\_\_\_\_

DATE PAID:		AMNT. PAID:		PAID BY: CC / MO / CASH
DATE PAID:		AMNT. PAID:		PAID BY: CC / MO / CASH
DATE PAID:		AMNT. PAID:		PAID BY: CC / MO / CASH

**BALANCE DUE IN FULL BY MARCH 31, 2017 (3/31/17)**

***SPACE SUBJECT TO CANCELLATION FOR NON-PAYMENT IF NOT RECEIVED BY DUE DATE***

Make Cashier Checks or Money Orders Payable To: **REY FEO CONSEJO EDUCATION FOUNDATION**

Mail payments to: **RFCEF, Attn: Judi Deleon, 1011 N. Frio St., San Antonio, Texas 78207**

## Fiesta De Los Reyes Event – Rules and Regulations

1. FDLR will be providing ALL beverages at this event. Non-Food Vendors **are not** allowed to sell ANY beverages.
2. FDLR has the right to refuse any vendor to sell their products or market their services, if the item is not deemed safe or appropriate for the event.
3. If your item(s) is approved, you will be notified via email. If you do not hear from us by **April 10, 2017**, please contact Event Services Consultant, for status of your application.
4. Vendors will be provided a 10' x 10' area. Vendors must bring their own tent, tables, chairs or equipment. Electricity is VERY LIMITED – ONE 110V plug for one light.
5. There are loading areas on certain streets surrounding the event area. No loading allowed on the paved bricks or inside the event area. **PARKING IS NOT PROVIDED.**
6. Vendors will be permitted to set up **ONLY** between the hours of 7:00 a.m. to 9:00 a.m.
7. All Vendors must be set up and ready by 9:45 a.m. daily – no exceptions.
8. LOAD OUT will only be permitted between the hours of 11:00 p.m. to 1:00 a.m.
9. Vendors must contain their display or sale of their products within the dimension of the space rented.
10. No items shall be displayed in the landscaped areas.
11. Vendors are responsible for collecting & paying Texas State Sales Tax as applicable to their product.
12. Submission of application does not guarantee acceptance due to limited space.
13. **THERE WILL BE NO RAIN DATES** and there are **NO refunds**.
14. FDLR retains the right to prevent future participation of any vendor for conduct deemed, in the FDLR's sole discretion, unacceptable and/or detrimental to the mission and reputation of the Rey Feo Consejo organization and the event.
15. Vendors are prohibited from bringing alcohol to the event. No alcohol allowed in booth area.
16. Should you have any questions **prior** to or **during this event**, please contact Event Services Consultant, Judi Deleon at 210.386.3722.

The vendor releases the Rey Feo Consejo Educational Foundation from any liability due to breakage, theft, injury, or bodily harm while at any RFCEF sponsored event. The vendor also agrees to the rules and regulations above for this event. If any of these rules and regulations are violated, the vendor and all equipment will be escorted from the property immediately, not permitted to sell or setup, and NO refunds will be given.

***I have read and understood all the above rules and regulations set forth by the RFCEF, and agree to comply. If I do not comply with the rules/regulations set forth above, I understand that I will not be permitted to sell or setup and no refund will be given.***

VENDOR - PRINT NAME:

VENDOR'S SIGNATURE:

DATE SIGNED:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reviewed By BSA Representative:

Date:

\_\_\_\_\_

\_\_\_\_\_

BOOTH# ASSIGNED: \_\_\_\_\_

DATE APPROVED: \_\_\_\_\_