



McKinney Oktoberfest
September 22-24, 2017

MARKETPLACE APPLICATION DEADLINE: Friday, July 12, 2017
Notifications of acceptance will be sent by July 19, 2017

Please note that a submission to an application does not guarantee acceptance. Spaces will be granted on a first-come-first-serve and best fit basis.

Organization/Business Name (please print legibly)			
Contact Name			
Mailing Address		City/State/Zip	
Cell	Email	Website	
Marketplace pricing*			
(Please check preference and see the chart on page 2 to determine business category and fee)			
Booth Size & Fee	<input type="checkbox"/> 10 x 10	Category:	\$
	<input type="checkbox"/> 10 x 20	Category:	\$
*Nonrefundable fee after August 25, 2017			
Electricity Fees (if applicable)	Additional 120 v outlets	Qty ____ @ \$45 a piece	\$
	220 V (30 amp) outlets	Qty ____ @ \$50 a piece	\$
	220 V (60 amp) outlets	Qty ____ @ \$125 a piece	\$
	220 V (100 amp) outlets	Qty ____ @ \$175 a piece	\$
TOTAL FEES:			\$
<i>Please make check payable to McKinney Main Street or call the office (972-450-2661) for credit card processing options.</i>			
<p>RELEASE: Vendor must commit to staffing a booth and offering services during all festival hours and as well as incorporate the OKTOBERFEST theme. For good and valuable considerations received, the undersigned agrees to indemnify and hold harmless, City of McKinney/McKinney Main Street, its members, officers, directors, employees, sponsors, volunteers, contractors and agents from any and all liabilities, obligations, claims, damages, diminution in value, costs, and expenses (including all court costs and reasonable attorney fees) (collectively, "claims") that the undersigned may suffer or incur prior to, during, or following participation of the OKTOBERFEST in the Historic Downtown of the City of McKinney, including any injury to persons or property under my control or to persons or property of my agents, employees or invitees from any cause, including but not limited to theft or loss of property. The undersigned recognizes the hazards of participation in an outdoor event and assumes all risks of participation; refunds will not be given in the event of inclement weather. In full consideration for all rights granted to you hereunder, you shall pay the required fees to be determined by the size of your booth space. This fee must be paid in full by Friday, August 4, 2017. Vendor agrees that it shall abide by and that Vendor's participation in the Event is subject to all of the terms and conditions of the "Oktoberfest Marketplace Vendor – Rules & Regulations" attached hereto and made a part hereof for all purposes, and Vendor represents and warrants that Vendor has read and understands the same.</p>			
Signature:			Date
<p align="center">SUBMIT APPLICATION: McKinney Main Street Attn: Oktoberfest Marketplace Vendor 111 N. Tennessee St. McKinney, TX 75069 Or email it to: gfairchild@mckinneytexas.org</p>		<p align="center">CONTACT INFORMATION: Geoff Fairchild gfairchild@mckinneytexas.org 972-547-2661 www.downtownmckinney.com</p>	

MERCHANDISE TO BE SOLD

NO VENDORS SERVING AS INDEPENDENT CONSULTANTS FOR A LARGER CORPORATION OR SELLING SERVICES OR PRODUCTS WITH BRAND NAMES OR CORPORATE LOGOS WILL BE ACCEPTED (EXCEPTIONS ARE APPROVED HOME DISTRIBUTION BUSINESSES).

- Provide representative photos and description of all types of merchandise for sale during the event. 8½ x11 sheets with copied photos are acceptable. Please submit photos even if you may have submitted them in the past.
- Quality, original handmade arts and crafts items and unique buy/sell items will be given first priority in acceptance of Application.

2017 OKTOBERFEST Marketplace Booth Category and Rates*

Please check the box that best fits your business

*Corner booth space is available for an additional \$50 fee and is first come, first serve.

<p>Marketplace: Non-Profit Organization</p> <p><input type="checkbox"/> 10x10 Space: \$250*</p> <p><i>Organizations must hold a 501(C)(3) status in McKinney, TX city limits. These booths are for promotional material distribution only. *This fee DOES NOT include tent/lighting, only electricity is provided. A 10'x10' tent may be rented for \$175 (tent sidewall please add an additional \$36). NPO may use its own tent upon approval by McKinney Main Street.</i></p>	<p>Marketplace: Arts and Crafter</p> <p><input type="checkbox"/> 10x10 Booth: \$450*</p> <p><input type="checkbox"/> 10x20 Booth: available for double booth fee</p> <p><i>All items must be the original work of the artist or craftsman named on the application. Artist/craftsman must be present at the event. *Includes tent, (1) 120 V, lighting, and sidewalls</i></p>
<p>Marketplace: Buy/Sell Vendors</p> <p><input type="checkbox"/> 10x10 Booth: \$625*</p> <p><input type="checkbox"/> 10x20 Booth: available for double booth fee</p> <p><i>Vendor provides a product that is not hand-crafted by the seller but does not bear a corporate or brand name logo. Exceptions are approved home distribution businesses. *Includes tent, (1) 120 V, lighting, and sidewalls.</i></p>	<p>Marketplace: Business Vendors</p> <p><input type="checkbox"/> 10x10 Booth: \$925*</p> <p><input type="checkbox"/> 10x20 Booth: available for double booth fee</p> <p><i>Professional service related businesses such as medical doctors, dentists or local entrepreneurs. Festival reserves the right to deny application due to vendor services/products that conflict with festival sponsors or are national brands that could be deemed "Fortune 500." *Includes tent, (1) 120 V, lighting and sidewalls.</i></p>
<p>Activity Vendors: We also offer companies the opportunity to partner with us on activities where a fee is charged per (for example a carnival, face painting or rock climbing) or when the sale of the item takes place in multiple locations (glow/novelty items from mobile carts). Please contact gfairchild@mckinneytexas.org if you fall into a category like this.</p> <p>Please note these categories are already filled for the 2017 event: Petting Zoo; Rock Climbing; Glow/novelty items; Carnival/midway; Face painting</p>	

2017 McKINNEY OKTOBERFEST Marketplace Rules & Regulations

EVENT HOURS OF OPERATION:

Friday, Sept. 22	4 p.m. – 11 p.m.
Saturday, Sept. 23:	10:00 a.m. – 11 p.m.
Sunday, Sept. 24:	Noon – 5 p.m.

Vendor agrees that it shall abide by and that Vendor's participation in the Event is subject to all of the terms and conditions of the "McKinney Oktoberfest Marketplace Vendor – Rules and Regulations" included hereto and made a part hereof for all purposes, and Vendor represents and warrants that Vendor has read and understands the same. **Initial** _____

Vendor is responsible for collecting and reporting all taxes for all sales made during the event and report them as being sold in McKinney, Texas. The state sales tax rate is 8.25%. For more information on filing, call 1-800-252-5555 or go to www.window.state.tx.us. Vendor agrees to pay promptly all applicable fees to take out all permits and licenses, municipal, state or federal, required for the permitted usage. **Initial** _____

DEADLINES/ CANCELLATIONS/REFUNDS: All fees are to be paid in full no later than Friday, August 4, 2017. In the event of termination by McKinney Main Street due to cancellation of the Festival, McKinney Main Street shall return any fees paid by the Vendor. Cancellations prior to August 25, 2017 will receive refund of booth fee, less a 20% processing fee. After August 25, 2017 no refunds will be given. The vendor recognizes the hazards of participation in an outdoor event and assumes all risks of participation; refunds will not be given in the event of inclement weather. **The event will go on as scheduled rain or shine.** The Festival will only be postponed or cancelled if there is a possible danger to Festival attendees. **Initial** _____

TENTS/DISPLAY: McKinney Main Street will provide your tent unless you're accepted as a non-profit organization. All vendors are to provide their own display materials, racks and tables/chairs to operate their booth. Upon approval, booth spaces are provided on a first come, first serve basis. Booth locations are not guaranteed. Vendors are requested to incorporate the Oktoberfest theme. **Initial** _____

PARKING: Vendor parking TBD – more information will be provided. **Initial** _____

SET UP/TEAR DOWN: Vendors are allowed to come into the festival perimeter and unload their goods starting at 10 a.m. on September 22, 2017. All vehicles must be moved from the festival perimeter by 2 p.m. Vendors may come back into the festival perimeter at 5:15 p.m. on Sunday, Sept 24, 2017 to load vehicles and tear down. Vendors may not shut down or depart their booth during hours of operation. Any vendor who leaves before the conclusion of the event will terminate their right as a vendor for future events. Vendors must personally attend their booths and must be present during the entire festival. The vendor shall maintain his/her own booth at all times in a safe manner. Vendors are required to conduct all activities within their assigned booth space. **Initial** _____

SAMPLING/BOOTH USAGE: The sampling or promotional giveaway of any food/beverage item is prohibited unless authorized in writing by McKinney Main Street. Vendor does not have the right to sublet any Booth space without the prior written consent of McKinney Main Street. Vendor must only sell those items submitted and approved by McKinney Main Street. **Initial** _____

CONDUCT: There will be no drinking of any alcoholic beverages by any Concessionaire or one of their workers before, during, or after the event while still within the festival perimeter.
Initial _____

SECURITY: The McKinney Police Department will provide 24 hour security. This presence does not guarantee against theft or loss but should submit any precautions which the vendor has already taken. McKinney Main Street / the City of McKinney is not responsible for any lost, damaged or stolen items or property. **Initial** _____

USE OF EXTENSION CORDS: Only UL listed outdoor-rated extension cords are permitted and must be a minimum 12 gauge with grounds. **Initial** _____



CREDIT CARD AUTHORIZATION FORM

Name on the Card	
Amount to be charged: \$	
Description of Charge:	
Card Number:	
Please check the appropriate credit card: <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> American Express <input type="checkbox"/> Discover	
Exp. Date:	Billing Zip
CVV # (3 digits on back of the card): or 4 digit code on Front if AMEX:	Email: (For copy of receipt)
AUTHORIZATION: I authorize McKinney Main Street to charge my credit card in the amounts stated above.	
Printed Name & Signature:	Date
Phone Number:	
RETURN FORM: McKinney Main Street Attn: Geoff Fairchild 111 N. Tennessee St. McKinney, TX 75069 gfairchild@mckinneytexas.org	CONTACT INFORMATION: Geoff Fairchild gfairchild@mckinneytexas.org 972-547-2661 www.downtownmckinney.com