



# Carfest artisan Market

 City of McAllen  
Convention Facilities Department

**SATURDAY, February 27th, 2021 | 9:00 AM-5:00 PM**

## Vendor Registration Form

**FREE ADMISSION | LIVE MUSIC | FAMILY FRIENDLY | FOOD TRUCKS | FUN**

(Subject to approval by the McAllen Convention Center)

Carfest Artesian Market invites artisans and craftsman who sell their unique creations to come out and participate in its outdoor Artisan Market. Regional arts and crafts are an important element of Fiesta Artisan Market and we seek for artisans with original, handmade items to sell at this event. In addition, Carfest Artisan Market reserves the right to limit the types of vendors participating in an effort to eliminate duplication.

**Location:** McAllen Convention Center; Ware Rd. and Expressway 83- **Oval Park**

**Fee:** **\$50.00 for EACH SPACE** for an approximate 10' x 6' table front space; limit one space per customer/vendor. Each includes one 8' table and 2 chairs; you may NOT bring your own table. Electricity (one standard 110v plug): must supply your own extension cord.

**Set-up time:** **5:00 A.M. - 8:00 A.M.**; you will not be able to set up after 8:30 A.M

**Event:** **9:00 A.M – 5:00 P.M**

### Rules:

- Vendors are required to wear PPE and meet the following:
- Provide hand sanitizer containing at least 60% ethanol or 70% isopropanol
- Limit capacity to maintain social distancing guidelines
- Disinfect all high-risk equipment after each use
- Encourage routine hand washing for employees
- Clean/disinfect touch points constantly during high usage
- Encourage to wear gloves
- All items sold **MUST be** handmade, artisan/crafts designed and executed by the vendor. **NO RE-SALE of any items allowed.**
- Booth spaces are limited and filled on a first come first serve basis by product type classification.
- NO firearms, knives, ammunition, tasers, laser pointers, lighters, tools, food, flammable or any hazardous materials allowed.
- Any soaps, perfumes, creams, oils & lotions that may come in contact with a person must follow health permitting guidelines.
- One booth may NOT be shared by two different businesses or vendors.
- **NO extra tables allowed. Please pre-plan the proper set-up for the table size provided in the booth. No exceptions.**
- Must stay within 10'x6' table front space only.
- For product care purposes, no items allowed to be displayed on the floor, no hanging items from trees.
- Must display and sell merchandise in an organized and professional manner.
- Distribute product samples and information within your table front space only.
- Pop-Up tents or tarps not allowed (Hand-held umbrellas may be used).
- Advertising for other services or other businesses is NOT allowed.
- Vendors may NOT leave the market early unless excused for valid reasons. Vendors who vacate their booth before the conclusion of the event may be banned from future events.
- Smoking or Alcohol consumption is prohibited by vendors &/or their representatives.
- Children of vendors are welcome to join, however, vendors are responsible for supervising their children at all times.
- Non-complying vendors will be asked to remove unapproved products or may be asked to leave the premises and may be permanently banned as vendors.
- Contact Linda Gonzalez at 956-681-3800 or at [lgonzalez@mcallen.net](mailto:lgonzalez@mcallen.net) in advance if you will not be attending.

**TERMS & IMPORTANT NOTICES:** **MCC Carfest Artisan Market fees are due, in full by Wednesday, February 24 , 2021.** Vendor agrees that this document, when signed below constitutes a binding agreement. Vendor further agrees that upon Carfest Artisan receipt of this signed agreement, it shall be enforceable in accordance with its terms. By signing below, the individual represents and warrants that he/she is duly authorized to execute this binding agreement on behalf of Vendor. Vendor agrees to be bound by the information and terms herein and any event rules and regulations represented now or as established at a later date by the McAllen Convention Center.

**PAYMENT:** Please make your **check payable** to the **McAllen Convention Center**, and mail to the address listed below. **VENUE: Site assignment is at sole discretion and authority of the Fiesta Artisan supervisor. WE WILL TAKE YOUR REQUEST INTO CONSIDERATION, BUT IT IS NOT GUARANTEED. Participants will be accommodated fairly and equitably. Cancellations are non-refundable.**

**Hold Harmless:** Vendor agrees to indemnify, defend, and hold harmless the City of McAllen McAllen Convention Center, and their officers, agents and employees from and against any and all claims, demands, proceedings, actions, suits, judgments, liabilities, damages, losses, costs, and expenses,, including those that may arise from Vendor's participation in the Event, and including as well, but not limited to claims for personal injury and/or damage to property, and further including, but not limited to any investigation, legal and/or costs and expenses incurred in connection with any amount paid in settlement of any claim demand, processing, action, suit, or judgment resulting from and/or in connection with Vendor's participation in the event.

**PLEASE COMPLETE THE FOLLOWING INFORMATION; MUST INCLUDE THE DESCRIPTION OF THE PRODUCT OR MERCHANDISE**

**Name of Your Business** (Nombre de negocio): \_\_\_\_\_

**Vendor Name** (Nombre de proveedor): \_\_\_\_\_

**Address** (Dirección): \_\_\_\_\_

**Phone** (Teléfono): \_\_\_\_\_ **E-Mail** (Correo Electrónico): \_\_\_\_\_

**Products you will be selling. Only approved products listed will be allowed for display** (Products): \_\_\_\_\_

I give permission to display my contact information (business name, phone number and email) on market website and Facebook page. This information is used on market websites in areas such as vendor lists and on the interactive market map. ☐ YES ☐ NO

**# Of Spaces:**   1  

**Total Amount Due:**  \$50.00 

**ALL PAYMENTS ARE FINAL, NO REFUNDS.**

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_ [Sunset Live Approval: \_\_\_\_\_ Date: \_\_\_\_\_]

For further information call the McAllen Convention Center at 956.681.3800, fax: 956.681.3840, e-mail Linda Gonzalez at: [lgonzalez@mcallen.net](mailto:lgonzalez@mcallen.net) or write to McAllen Convention Center Carfest Artisan 700 Convention Center Blvd. McAllen, TX 78501.