



# ACTIVITES VENDOR MAYFEST 2019 APPLICATION

## DEADLINE FOR ACTIVITES VENDOR APPLICATIONS: JANUARY 25, 2019

Enclosed is an application and a general information sheet. Make sure that you read, understand and give all information that is requested. Please do not make site requests or ask for a site map; they will not be given out at this time.

A selection committee will be reviewing all vendor applications. Previous participation in the festival does not guarantee you a spot in the coming year.

We must have all of the Check List items in order to process your application.

Acceptance notices will be emailed by February 15, 2019. Full payment, insurance certificates, electric requirements, Sales Tax Permits and W-9 forms are due by March 15, 2019. You may contact us at [tracy@mayfest.org](mailto:tracy@mayfest.org) if you have any questions during this process. Thank you for your interest in Mayfest.

### CHECK LIST

- Completed Activities Vendor Application
- Photos of your operation - Appearance Matters! This should match the dimensions on the next page.

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## DUE JAN 25th

**Mail Form To:**

**Mayfest, Inc.**

6115 Camp Bowie, Suite 160 • Fort Worth, TX 76116

Phone: 817.332.1055

Fax: 817.887.5451

**-or-**

**Email Form To:**

**Tracy@Mayfest.org**

## Important Information and Dates

<p><b>January 25, 2019</b> Application deadline</p>	<p><b>February 15, 2019</b> Acceptance notices emailed out with contract</p>	<p><b>March 15, 2019</b> Full payment and all paperwork due</p>
<p><b>April 29 - May 2, 2019</b> Vendor set up. Vendors MUST be set up by Thursday, May 2nd at Noon.</p>	<p><b>Thurs., May 2 at Noon</b> Mandatory Vendor Meeting Please have someone from your team attend.</p>	<p><b>Thurs., May 2 at 2 PM</b> Final Inspections by Booth Chairman</p>

## 2019 Mayfest Dates & Times

**Thursday, May 2**  
3:30 PM – 9 PM

**Friday, May 3**  
3:30 PM – 10 PM

**Saturday, May 4**  
10 AM – 10 PM

**Sunday, May 5**  
11 AM – 7 PM



# ACTIVITIES VENDOR

## MAYFEST 2019 APPLICATION

Please type or print clearly all information. Only complete applications will be considered.

Please note that the Business Name of the Food Vendor should be the legal name and what is stated on your W9.

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Check made out to: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Festival On-Site Contact: \_\_\_\_\_

Festival On-Site Cell: \_\_\_\_\_

**IN-OFFICE USE ONLY**

Application Received: \_\_\_\_\_

Number of Booths: \_\_\_\_\_

Electrical Needs: \_\_\_\_\_

\_\_\_\_\_

Insurance Received: \_\_\_\_\_

Health Permit Received: \_\_\_\_\_

TX Sales Tax Permit Received: \_\_\_\_\_

\_\_\_\_\_

W-9 Signed: \_\_\_\_\_

### Activities Vendor Needs

**Please complete all information for booths to be considered.** List what your needs are anticipated to be and Mayfest will consider these requests and include what Mayfest will provide in final contract. If the space allowed is insufficient, please provide all necessary information on a separate sheet of paper and attach. Please use additional sheets if you have more than one booth.

Vendor Name: \_\_\_\_\_

Number of Booths: \_\_\_\_\_ Name of Booth (to be used for all signage): \_\_\_\_\_  
This is if you have more than 1 booth.

Dimensions (front faces the road): \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
This needs to match your pictures you attach.      Width (of front along road)      Depth      Height

DESCRIPTION	YES or NO	AMOUNT NEEDED	MAYFEST FEES TO VENDOR
TENTS			\$150 each (10' X 10')
TENT SIDES			\$25 each
TABLE & CHAIR SET			\$25 per set (1 Table & 2 Chairs)
ELECTRICITY Number of Volts Needed: _____			\$50 for (1) 20 amp/110 volt \$200 for (1) 50 amp/220 volt
GENERATOR			\$200 per Day
4-SEATER GOLF CART			\$150 for all 4 Days
FLATBED GOLF CART			\$350 for all 4 Days

We have many applications each year. In order to make our areas the best they can be, **we must have all of the above information for each booth.** This will help us avoid any miscommunication concerning electrical needs, greywater disposal, and set-up information for each vendor.



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## PAYOUT SPLIT

First, Mayfest will deduct 8.25% for Texas State Sales Tax from the gross proceeds. Then, Mayfest will pay 70% to vendor + the sales tax amount that was deducted from your gross.

## LOCATION FEES

NO. OF BOOTHS	FEES	TOTAL
1	\$400	\$400
2	Additional \$350	\$750.00
3	Additional \$300	\$1,050.00
4	Additional \$250	\$1,300.00
5	Additional \$200	\$1,500.00
6 or more	Additional \$100	\$1,600.00+

## OTHER FEES

DESCRIPTION	FEES
ELECTRICAL 1-20 AMP / 110 VOLT	\$50.00 per booth
ADDITIONAL 110	\$150.00 per booth
1-50 AMP / 220 VOLT	\$200.00 per booth
GENERATOR	\$200.00 per day
4-SEATER GOLF CART	\$150.00 for 4 days
FLATBED GOLF CART	\$350.00 for 4 days
TENTS	\$150.00 10'X10'
SIDES FOR TENTS	\$25.00 per side

Anyone requiring a 50 Amp 240v circuit must have a 50A 125/250V twist lock male cord cap Hubbell catalog #CS6365C and at least 50 feet of rubber cord minimum wire size 8/4.

220 volt deep fryers or grills are not allowed. All must be propane.