



Business "Vendor" Name: \_\_\_\_\_

Contact Name(s): \_\_\_\_\_

Phone – Best: \_\_\_\_\_ Other: \_\_\_\_\_ Email: \_\_\_\_\_

*\*(Please write email address(es) legibly as email correspondence(s) may be used as communications to you by the festival committee)*

Mailing Address: \_\_\_\_\_  
Street or PO Box City State Zip

TX State Sales & Tax Use ID#: \_\_\_\_\_

Will you be demonstrating your art/craft at the festival? Yes: \_\_\_\_ No: \_\_\_\_ Do you have special needs? Please explain:

Please give a detailed description of items you intend to sell at the festival. Please make sure these items fit the entry guidelines of permitted products. Attach an additional page if necessary: \_\_\_\_\_

Website or Social Media Link (ex. [www.facebook.com/visitbaycitytexas/](http://www.facebook.com/visitbaycitytexas/)): \_\_\_\_\_

**ENTRY GUIDELINES FOR VENDOR ITEMS**

***\*(Please read the Vendor Guidelines document for complete guidelines) \*\****

- Please include photos of your items with this application!
- Acceptable works include paintings, watercolors, pen and ink drawings, etchings, photography, clay, metal work, jewelry, fibers, leather, glass, paper, wood, furniture, clothing, candles, candy, yard art, plants or other original works.
- Vendor will sell appropriate goods; no explosive objects, open flames, fireworks or objectionable material, or anything counterfeit or illegal
- Must bring your own tables, chairs, tent and displays
- Vendor must remain at show until event over 12 pm – 10 pm – No early breakdown
- Other items as listed on the Vendor Guidelines form.

No entry will be considered for acceptance unless accompanied by all required forms, fees & photos (*new vendors*). By my signature below, I commit to participate in this year's Day of the Dead Festival in Bay City, TX. I further acknowledge & certify that I have correctly filled out the vendor application and read ALL festival guidelines & hereby agree to abide by them.

Applicant(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

For additional information, visit us online at: [www.visitbaycitytx.com](http://www.visitbaycitytx.com)

**Vendor Booth Fees:**

\_\_\_ 10x10: \$40

\_\_\_ 10x20: \$70

*Please make checks payable & mail application to:*

City of Bay City – Tourism Dept  
1901 5<sup>th</sup> Street  
Bay City, TX 77414  
[hmartinez@cityofbaycity.org](mailto:hmartinez@cityofbaycity.org)

**For Office Use Only:**

Date Rec'd: \_\_\_\_\_ Accept: \_\_\_\_\_ Appl: \_\_\_\_\_  
Reject: \_\_\_\_\_ Release: \_\_\_\_\_ Notif: \_\_\_\_\_  
Photos: \_\_\_\_\_ Ck Dep: \_\_\_\_\_ Ck Amt: \_\_\_\_\_



## Vendor Information & Festival Guidelines

- No vehicles will be allowed in the festival area later than 1 hour prior to starting time. Due to the nature of vendor load-in, there is a strict limit of one vehicle per vendor space during load-in. Bringing more than one vehicle may cause you to lose your assigned load-in time as it can delay other vendors from setting up.
- Vendors shall remain open until the end of the festival. No vehicles shall be allowed in the festival area ½ hour after the official closing of the festival as this creates a huge safety concern to attendees & fellow vendors. The safety of all participants is the festival's upmost concern.
- The Day of the Dead Fest is an outdoor event and will proceed rain or shine! No refunds for rainouts or rollovers. Vendors/Exhibitors are responsible for protection of their exhibits from the rain.
- Vendors are responsible for their own set-up and supplies needed. You must bring your own tent, tables and chairs. Festival personnel are not responsible for helping with booth setup.
- All tents must be firmly secured to the ground to prevent hazard in the event of high winds.
- The Day of the Dead Festival will have hired security. The City of Bay City cannot be held liable for loss or damage to arts and crafts or vendor products or to injury to anyone participating in the event.
- Vendor parking information will be sent with the set-up instructions in October. Parking for vendors/exhibitors is available near the festival. Vendor vehicles may not remain within the festival area.
- Booth rental fees must be paid upon reservation.
- After the 10<sup>th</sup> of October, only payments accepted will be cash or credit card, no checks.
- Bring plenty of your own change. We do not have the ability to supply you with change.
- **Other IMPORTANT festival information:**
  - 2019 is the 2<sup>nd</sup> annual event featuring live music, craft & food vendors, art walk and side walk sale by local artists, Ofrenda exhibit highlighting the Mexican Dia de los Muertos holiday and Pumpkin Patch
  - Hotel Room Discounts can be found under our room block at Fairfield Inn & Suites, Hampton Inn & Suites and Best Western Plus using group code: D.O.D.
  - The festival is from 12 pm – 10 pm
  - **Music Entertainment will be Electric Cowboys, formerly Grupa Vida and a Selena Tribute Band**
  - Event merchandise is for sale through our Tourism Department
  - Like us on our Visit Bay City Facebook page for updated event information
    - <https://www.facebook.com/events/502978573840600/>
    - RSVP and share you're attending our show on the FB Day of the Dead event

**Feel free to decorate your booth to get into the festive spirit!**