



2020 Rose City Artisans and Flower Market at the Goodman Vendor Details and Application Form

The Artisans and Flower Market is an upscale open-air market. This year all items sold must represent all things for a perfect garden or for a garden lover. Landscapers, plants growers, artists with hand-crafted fine art (mixed media), garden décor, jewelry with a flower flare, pottery, wood crafts for the garden such as birdhouses, sculptures, bedding plants, herbs, bulbs, farmers market goods, baked and canned goods and more. Lecture presentations both days. Live entertainment and food trucks. This two-day event is open to the public and admission is free.

Please note the following event details:

1. Event Dates: **Friday, April 3 and Saturday, April 4, 2020.**
2. Event Times: **Friday 10 a.m. to 5 p.m. and Saturday 10 a.m. to 4 p.m.**
3. Event Location: Goodman-LeGrand Park, 624 N. Broadway Ave., Tyler, TX 75702
4. Event Host and Organizer: Goodman-LeGrand Museum, Tyler Tourism Department.
5. Contact Info: Debbie Isham, Museum Curator, (903) 531-1286 or email: disham@tylertexas.com.
6. Event Fee: **\$50** per space
7. Booth Space Dimensions: 10' x 10' and 10' Deep x 15' Wide
8. The Tyler Parks and Recreation Department will provide one 8-foot table per space and two chairs.
9. Individuals must provide their tent, display materials and any additional chairs.
10. There is limited access to non-potable water; if needed, artisan/vendor must supply a water hose.
11. There is limited access to electricity; if needed, artisan/vendor must supply an extension cord.
12. Free coffee and bottled water will be provided to vendors.

Complete vendor application form. All booth fees are benefitting the Goodman Preservation Fund.

Please enclose a check or money order payable to the City of Tyler (add Goodman to note section).

Please mail or bring form with payment by: **Monday, March 27, 2019 if space is still available to:**

Goodman Museum

624 N Broadway Ave, Tyler, TX 75702



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Booth Number:

Will be assigned by staff.

Artisan/Business/Organization Name: _____

Type*: _____

*Example: Retail, Temporary Food Establishment, Non-Profit, etc.

Contact Person: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Website: _____

Description of Products to be Sold: _____

Please read each market rule and initial in the space provided. Applications will NOT be accepted unless each rule is initialed. Please note ANY violation of these rules will result in removal from participating in this and all future markets. All fees paid will be forfeited. By initialing and signing this form, you agree to remain in compliance throughout the event.

_____ 1. **ALL VENDORS MUST BE PRESENT DURING THE EVENT.**

_____ 2. All booths must be set up by 9:30 a.m. on Friday, April 3. Tear down will begin at 4 p.m. on Saturday, April 4. **All booths must be in full operation until 5 p.m. on Friday and 4 p.m. Saturday.** Early shut-down will result in exclusion from future markets. Vendors are responsible for the set up and tear down of their booth.

_____ 3. The **ENTIRE** application must be completed and returned with at least **two current photos** of sale items by the **deadline of Saturday, March 27, 2020 (if space is still available)**. Photos may be mailed or emailed to (disham@tylertexas.com). Submission of the vendor website address is allowed.

_____ 4. **NO** refunds and **NO** credits will be given once acceptance and confirmation is sent. **NO EXCEPTIONS.**

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_____ 5. Any and all applicable permits (Sales tax permit, Temporary Food Establishment permit, Texas Cottage Food Law food handler's certificate, etc.) must be displayed in the booth at all times. The Tyler Parks & Recreation Department and City of Tyler will not be held responsible for vendors lacking any and all applicable permits and/or certifications. Upon acceptance, if applicable, you must provide proof of licensure with the Northeast Texas Public Health District. Please refer to www.healthyeasttx.org.

_____ 6. You must stay within your purchased booth space. No person is permitted to use additional booth space unless purchased through event staff. Children will remain with their guardian/s at all times.

_____ 7. **NO** vendor vehicles are permitted on market grounds once it opens. **Please park across the street at the Salvation Army. (Please contact me if you have a health related special request).**

_____ 8. The Rose City Artisans & Flower market is a non-smoking event. Smoking is not permitted on the market grounds nor in the park.

_____ 9. Activities including selling, recruiting, soliciting, or promoting products or services to visitors or exhibiting behavior inappropriate at this City owned Facility **will not be tolerated.**

Participant Acknowledgement/Release

I, _____, (hereinafter "Booth Operator") hereby make application to become a participant/vendor in the **Rose City Artisans & Flower Market at the Goodman** event. Booth Operator agrees to abide by the rules and regulations as set forth herein, and such other rules as may be established or amended by the **Rose City Artisans & Flower Market** Committee or the Tyler Parks and Recreation Department and the City of Tyler. Booth Operator will sell only those items or conduct those activities that have been specifically approved in writing. Furthermore, Booth Operator hereby releases, indemnifies, forever discharges and holds harmless **Rose City Artisans & Flower Market**, the Tyler Parks and Recreation Department and the City of Tyler from any responsibility or liability for loss, claims, damages, theft, injury or accident from activities conducted in preparation for, during and immediately following the **Rose City Artisans & Flower Market** event. Booth Operator assumes full and complete responsibility and will hold harmless the Tyler Parks and Recreation Department and the City of Tyler, its officers, council members, directors, servants, agents, employees or volunteers from any loss, lost profits, damage or injury to the person or property of the Booth Operator or Booth Operator's agents, customers, or invitees. It is further agreed that Booth Operator shall maintain his/her space, merchandise, activities and business practices in compliance with all applicable local, state and federal laws and regulations. Booth Operator understands that violation of or noncompliance with this release or any rule, regulation, law, ordinance, or decree may result in immediate expulsion of Booth Operator and his/her exhibit from the **Rose City Artisans & Flower Market** without a refund of any applicable fees paid.

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Booth Operator is responsible for all booth set-up and take down of merchandise, displays and tents or covers. It is further understood that each booth operator is responsible for assuring that all items in his/her own booth are well secured in the event of weather (i.e. wind, rain, etc.) and that weights must be used to secure all corners and parts of booth (tables, shelves, hanging racks, etc.) so as not to blow into or damage another booth operator's booth and merchandise. In the event that Booth Operator's tent or any part of the booth causes damage to another vendor's booth due to negligence on his/her part, the Booth Operator will be responsible for those damages.

Signed: _____

Print Name: _____

Booth Name: _____

Date: _____

Please note that the booth fee includes only marked booth area. This is an outdoor event and grounds are not level. Vendors must be prepared to display in an un-level area. NO booths will be moved once market opens. Event staff reserves the right to question merchandise during event. Additional information will accompany acceptance and confirmation information. All booth fees are benefitting the Goodman Pavilion Fund.

Please make check or money order payable to City of Tyler (add Goodman to note section), and return completed application form and payment to:

Goodman Museum
Attn: Debbie Isham
624 N. Broadway Ave.
Tyler, TX 75702

If you have any questions, please feel free to contact Debbie Isham at (903) 531-1286, or email her at disham@tylertexas.com. You may email your completed application form and/or images of merchandise. However, acceptance of the application and participation in the market cannot be confirmed until payment is received. If your application is not accepted, your booth fee will be returned. Please note, no refunds/credits will be issued once application is accepted and a confirmation is sent.

Thank you for your interest, and we will see you at the market!