

The Austin Bead Society
20th Annual Jewelry and Bead Bazaar
Post Office Box 656
Austin, TX 78767-0656

August 13 & 14, 2011

You may rent 1, 2, 3, or 4 booths. Austin Bead Society (ABS) will advertise the bazaar on Austin radio, TV, and in national bead magazines, local newspapers and other Texas bead societies' newsletters.

Vendor Liaison: Jennifer Erschabek email: ABSBazaar@gmail.com

Terms and Conditions

1. *Membership:* Vendors do not have to be ABS members.
2. *This is a retail show:* Vendors may, at their discretion, conduct wholesale sales with legitimate wholesale buyers.
3. *New Vendors:* First time vendors will be juried and must submit three photos that are representative of the type of merchandise to be sold at the Bazaar. ABS reserves the right to limit the number of applications accepted in an effort to avoid overrepresentation in any bead related category. If the jury committee declines an application, all fees will be returned.
4. *Postmarks:* Booth spaces are assigned in order of postmark, please mail your completed application as soon as possible. All applications must be postmarked no later than **April 1, 2011** to be eligible for the show. Applications postmarked after April 1, 2011 will be considered if space is still available. A postmark on or before April 1, 2011 does not guarantee that an application will be accepted.
5. *Booth Fees:* Booth fees are listed on the application form. A membership must be active on the dates of the bazaar to qualify for the membership price. If a vendor would like to reserve their space for the 2012 Bazaar, 100% of the booth fee must be paid by Sunday night of the 2011 Bazaar.
6. *Cancellation Policy:* Cancellation requests must be in writing. The cancellation policy will be **enforced** as follows:
 - Cancellation postmarked on or before May 1, 2011: 90% of booth fee
 - Cancellation postmarked May 2 through July 1, 2011: 75% of booth fee
 - Cancellation postmarked after July 1, 2011: no refund
7. *Booth Assignments:* The ABS 2011 Bazaar Committee will make all booth

assignments. Returning vendors will have the option of retaining a previous booth assignment or requesting a new booth assignment if payment is received in full by the close of the 2010 Bazaar. All booth assignment decisions of the Committee will be **final**. The Committee will mail confirmation packets with booth assignments during June, 2011.

8. *Electricity* is not furnished by the Bead Society. You can purchase electricity from the Palmer Events Center by requesting it on the contract.

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20th Annual Jewelry and Bead Bazaar

Rules and Regulations

1. The Austin Bead Society's 20th Annual Jewelry and Bead Bazaar (hereinafter referred to as the Bazaar) encourages creativity; however, the display of objectionable or prohibited products and items is not permitted.
2. Returned checks will be assessed a \$30.00 fee.
3. Vendors shall be solely responsible for the payment of state and local sales taxes in connection with the Bazaar. Vendors must display their current Texas Sales and Use Tax Permit in a visible place in their booth. Each vendor must have a permit number in his/her own name or corporate name. Contact the Texas Comptroller of Public Accounts at 1-800-252-5555 to obtain a permit. The sales tax rate in Austin is 8.25%.
4. Vendors may sell only the following bead-related items: Beads that are loose or strung, beading supplies, findings, tools, kits, bead related books and publications, accessories, decorative beaded items, jewelry components (including pendants), embellished clothing, and **jewelry that is the exhibitor's own creation. No mass-produced or imported jewelry is permitted.** Merchandise that is not bead-related may constitute no more than 25% of the vendor's booth. Non-acceptable merchandise includes items made from endangered species such as ivory, tortoise shell, etc., with the exception of genuine antique products made from these materials, and any prohibited products. All merchandise for sale is subject to approval by the Bazaar Committee.
5. Each individual vendor is required to donate an item valued at \$30 or more with identification of the vendor for the raffle. All items will be raffled at the Bazaar.
6. All displays shall conform to reasonable safety standards.
7. All merchandise must remain within the boundaries of the assigned space. Vendors and displays must not interfere with adjacent vendors or aisle space in any way.
8. All exhibit booths must maintain clear and appropriate exits from the booth.
9. All displays shall be neat and clean. Tables must be covered on all sides, preferably to the floor. Extra merchandise should be stored under cover and out of sight.
10. Taping, gluing, tacking, etc. to any surface/tables at the Events center is not allowed.
11. Vendors must bring everything necessary to set up their booths. If vendors choose to purchase electricity, vendors will be responsible for bringing heavy-duty extension cords.
12. **Electricity is limited to 500 watts per 10 X 10 booth.**
13. Only those vendors whose names are on the Bazaar application form may exhibit and/or offer merchandise for sale. Booth may not be shared by anyone not accepted as a vendor. Consignment sales are not allowed.
14. The show is open 10:00 am to 6:00 pm on Saturday and 11:00 am to 5:00 pm on Sunday. Vendors may not dismantle displays or remove merchandise before 5:00 pm on Sunday.
15. Vendors may set up their booth between 12:00 pm to 8:00 pm on Friday and between 8:00 am to 10:00 am on Saturday. Booth must be completely set up by 10:00 am on Saturday. Vendors may enter the building at 9:30 am on Sunday.
16. Any space not occupied by the assigned vendor as of **9:00 am** Saturday, August 13, 2011 is forfeited without refund and may be reassigned by Bazaar Committee.
17. The assigned space and the surrounding area shall not be changed, altered or damaged in any way.
18. Vendors are responsible for keeping their areas clean during the Bazaar. Vendors must dispose of their trash. Spaces must be cleared and empty of trash by **8:30 pm** Sunday, August 14, 2011 (vendors that leave trash could be denied entry into next year's Bazaar.) After 9:00 pm any vendor not cleared from the Events Center will be responsible for any costs incurred with the Events Center by the delayed departure (ex. Overtime for security personnel and parking attendants).
19. Vendors are required to adhere to reasonable standards of behavior, decorum, cooperation and courtesy. No vendor is allowed to disturb the Bazaar with loud music or noise or any other offensive or inappropriate behavior or language. The Bazaar committee reserves the right to ask a vendor to leave if, after being given notice, he or she continues any unreasonable behavior.

20. ABS will provide security during the Bazaar. The building will be locked at night. The responsibilities for a vendor's merchandise, display equipment, personal possessions, and/or his or her person lie solely with the vendor.
21. Vendors are not allowed to give demonstrations or classes that have not been approved by the Bazaar committee.
22. Open flames are not allowed.
23. The Palmer Events Center is a smoke-free environment.
24. A vendor's name and website information provided on the contract may be used for promotional purposes.
25. A vendor's participation in the Bazaar is deemed an acceptance of these Rules and Regulations.
26. Failure to comply with these rules and regulations may result in a vendor's expulsion from the show and the vendor not being accepted to future bazaars.

The Austin Bead Society 20th Annual Jewelry and Bead Bazaar

2011 Vendor Application August 13 & 14, 2011

At the Palmer Events Center 900 Barton Springs Road, Austin, TX

Business Name(s): _____
(All exhibitors must be listed)

Contact Person(s): _____
(All exhibitors must be listed)

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email : _____ Phone: _____

Website: _____

Texas Sales and Use Tax Permit # _____

Description of Merchandise: _____

Fees Members & Non-Members:

- | | |
|-------------------------|--|
| 8' Member/Artisan Table | Table, two chairs, 1 car pass for 2 days, 1 lunch per day are provided.
<i>Limit one table per member/artisan</i> |
| 10'x10' booth | 2 Tables, two chairs, 1 car pass for 2 days, 1 lunch per day are provided. |
| 10'x20' booth | 4 Tables, two chairs, 1 car pass for 2 days, 2 lunches per day are provided. |
| 10'x30' booth | 6 Tables, four chairs, 2 car pass for 2 days, 3 lunches per day are provided. |
| 20'x20' booth | 8 Tables, four chairs, 2 car pass for 2 days, 4 lunches per day are provided. |

Please indicate your requests and the corresponding fees below:

Table Space	Member	Non-Member	
Artisan 8' Table	\$80	\$155	_____
Booth 10'x10'	\$375	\$450	_____
Booth 10'x20'	\$750	\$850	_____
Booth 10'x30'	\$1100	\$1300	_____
Booth 20'x20'	\$1300	\$1600	_____
Extra Tables for booth space # ___ 8'x30' at \$10 each			_____
Electricity \$65 per 500 watts			_____
		Total	_____

I hereby certify that I have read and I agree to the Terms and Conditions and Rules and Regulations contained herein. I further certify that I will not hold the Austin Bead Society, Palmer Events Center, or any individual therein responsible in the case of loss or damage to all or part of my exhibit, merchandise, or to my person. (All vendors listed on the application must sign.)

Sign: _____ Date: _____

Sign: _____ Date: _____

Please mail the completed application, including full payment, by **April 1, 2011** to:

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