



Hello,

On behalf of the Dallas Carnival Caribbean Festival organizing committee, I would like to express our sincere gratitude for your interest in participating as a vendor at our upcoming events, which are scheduled to take place from September 19 to 22, 2024. We are thrilled to inform you that our festival will be celebrating its 10th anniversary this year, and we anticipate an even more significant turnout than ever before. The Dallas Carnival Caribbean Festival has become a hallmark event in our community, drawing attendees from diverse backgrounds who come together to celebrate the rich cultural tapestry of the Caribbean.

We are excited about your interest in joining us for this milestone year. Your participation as a vendor will not only be a great opportunity to showcase your business to a wide and engaged audience but also to connect with potential customers, collaborators, and fellow entrepreneurs. We believe that your presence will add tremendous value to the overall experience for our attendees. The festival provides a vibrant and dynamic platform for businesses to connect with the community and build lasting relationships. We are confident that your presence will contribute to our event's success and enhance the festival atmosphere.

To secure your spot as a vendor, please complete the attached vendor form and return it by September 14, 2024. We understand that you may have questions or need further information, so please feel free to contact our vendor coordinator at 469-982-3038. Once again, thank you for considering participating in the Dallas Carnival Caribbean Festival. We look forward to celebrating our 10th anniversary with you and showcasing your business's unique offerings to our enthusiastic audience.

All applicants must have the necessary licenses and insurance in accordance with all regulations. The owner takes full legal responsibility for participation and is the party for whom all transactions will be conducted. It's crucial to complete the application form in its entirety to avoid any additional fees and to ensure the smooth processing of your application. Please remember to keep a signed copy for your records.

We look forward to seeing you this year as you will be integral to this beautiful and festive experience. We are excited about your interest in joining us.

Don't hesitate to contact us via email or phone for further information or details.

Sincerely,

Kamal Uylett



VENDOR APPLICATION

COMPANY NAME:	
TYPE OF BUSINESS:	
EMAIL ADDRESS:	
WEBSITE:	
PHONE CONTACT:	

FEES

Event	ARTS/Marketing	Food	FOOD & DRINKS*
Pandemonium	\$125	\$250	\$300
Festival Sunday	\$200	\$350	\$400
Both	\$300	\$550	\$600

MERCHANT AREA OF INTEREST: Arts & Crafts Food Items Food & Drinks Marketing Items

* - Only non-alcoholic Caribbean drinks allowed for Food & Drinks registration

All Food and Marketing Merchants must list merchandise:

Regular Registration ends August 31st, 2024
Late registration fees applicable after September 1st, 2024
Deadline for Vendor Registration is September 14th, 2024

****ALL FEES ARE NON-REFUNDABLE ****

BOOTH SPACE RENTAL PRICES DO NOT INCLUDE TENT AND ELECTRICITY

Make all Money Orders/Cashier's Checks/ Cashapp payable to "Dallas Carnival"
For additional information, please feel free to contact 469-982-3038/682-583-2934



GUIDELINES

- It is mandatory that all vendors set up prior to the start of all events and we recommend that you not leave the site for additional supplies after the event has begun. If a vendor must leave to get additional supplies, he/she is expected to hand carry items through the gate to avoid disruption.
- Each vendor is allowed ONE vehicle parking pass to enter the park. All other vehicles must pay for parking. Booths must be set up and ready to do business by 1PM at Lynn Creek Park; the festival site opens at 10:00 am. When you arrive, please see the Site Coordinator for your specific site location. Once you have found your site, please unload your supplies and equipment first, park your vehicle, and then return to set up. Please do not leave your vehicle unattended at any time.

ALL VEHICLES MUST BE OFF OF THE FESTIVAL GROUNDS NO LATER THAN 2pm. NO EXCEPTIONS. NO VENDOR WILL BE ALLOWED TO SET-UP AFTER 2pm. ALL VENDORS WILL HAVE THE OPPORTUNITY TO SET UP THEIR BOOTHS ON SATURDAY, THE DAY BEFORE THE EVENT.

- Each vendor will be given four (4) wristbands to enter the park. Additional wristbands are available at regular entry fee. LATE FEES- Booth spaces paid after September 1st, 2024, will be charged a late fee of \$50.00 and must be paid by cash or money order. Only after a full payment is received, will a space be assigned.

PLEASE NOTE: vendors may not set up or bring vehicles or merchandise onto the festival vending grounds until all fees are paid. Vendors arriving on festival day without having paid and submitted a completed application will incur additional fees.

- Vendors who violate City, State, Federal or Festival Laws, Rules or Regulations will be removed from the Festival site without warning or refund.
- Vendors not having ALL proper documents will not be allowed to set up on Sunday. NO REFUNDS will be issued.
- Vendors are not allowed to sell the following items- alcoholic beverages, bong, water, pipes, drug paraphernalia or Dallas Carnival merchandise.
- Health Department Permits are solely at the expense of the vendor. You may obtain Health Permit form on our website www.dfwcarnival.com.
- Receiving your payment after August 1st, 2024, does not guarantee you a booth. If no space is available by the time your fee arrives at our office, your payment will be returned.
- NO RAIN CHECK / NO REFUNDS
- Vendors will be responsible for keeping their area clean and cleaning up at the end of the event. Vendors who do not comply with this rule risk being removed from festival site by local authorities and prohibited from participation in future events. NO EXCEPTIONS! Please collect all trash and place it in sealed trash bags (provided by vendor). All cooking oils, grease, and/or gray water MUST be taken with you. Any dumping of these materials in your area will be reported to the authorities immediately. Each site will be inspected prior to your departure. Please provide ample assistance to clean your area in a timely manner after each event.
- Vendors are solely responsible for the security and safety of vendor's cash, equipment, goods, inventory, supplies or other property. Dallas Carnival is in no way responsible for loss or theft of vendor's equipment or property.



- Dallas Carnival Caribbean Festival will provide booth space no smaller than 10 ft. x 10 ft. Contact us if you have a trailer and we will try to work with you. There will be space behind booths for storage and/or cooking, as well as space between booths to allow for selling or access to your booth from three sides.
- Tents, Electricity & Water will not be provided. Tables, chairs, etc. are NOT provided and are solely the responsibility of the Vendor.
- INSPECTIONS: Dallas Carnival Caribbean Festival has the right to inspect your areas to ensure each vendor is following its rules and regulations.
- WEATHER: Dallas Carnival Caribbean Festival will determine if it is unsafe to hold the event due to extreme conditions. No refunds will be made as a result of “An Act of God” or conditions that are beyond our control.
- Dallas Carnival Caribbean Festival reserves the right to deny the sale of any item considered to be unsafe or detrimental to the image of Dallas Carnival Caribbean Festival.

INDEMNIFICATION AGREEMENT

I/we hereby agree to indemnify and hold harmless Dallas Carnival Caribbean Festival and any other entity involved in the production and staging of the Festival for any injuries, loss, or damage to individuals or property resulting from my selling of products, or as a result of my/our participation in the Festival.

In addition, I/we have read and agree to abide by all festival rules and regulations stated herein and included with this application, or risk being removed from festival site by local authorities and prohibited from participation in future events. Your signature on the Vendor Application and/or your acceptance of a booth indicates that you have read the above information and that you agree to adhere to all the Rules and Regulations set forth herein. All disputes or claims arising out of or relating to this contract shall be brought in the courts of Grand Prairie, Texas. If you have any questions or need further information regarding any of the items covered in this contract, please contact the Vendor Coordinator at info@dfwcarnival.com.

Health Permit (food vendors only) All food vendors MUST obtain a Special Event HEALTH PERMIT by contacting the Grand Prairie Environmental Services Department at 972-237-8055. YOUR HEALTH PERMIT MUST BE DISPLAYED IN YOUR BOOTH DURING FESTIVAL HOURS.

I/we _____, hereby agree to participate in the 2024 Dallas Carnival Caribbean Festival and will be responsible for all booth fees and related expenses incurred due to my participation in the Festival. I have read the attached Rules & Regulations and understand that upon signing (script or print) this contract, I accept all the conditions and terms set forth herein.

Vendor Signature

Date
