

# 2018 Gruene Market Days

1641 Hunter Road; New Braunfels, Texas 78130  
gruenemarketdays@gruenetexas.com

**Show Dates:** 3<sup>rd</sup> Full weekend Feb-Nov; 1<sup>st</sup> weekend Dec no reschedules or cancellations

**Show Hours:** 9am-5pm Saturday's; 10am-5:00pm Sunday's

**Application Deadline:** Applications accepted in box on Sunday December 3<sup>rd</sup>, between 3&5 or by mail after that date. Deadline January 15<sup>th</sup>, 2017 for renewal of permanent vendor spaces. All other applications accepted year round. One Application required per year. Fees paid monthly.

**Eligible Media:** ALL WORK/FOOD PRODUCT MUST BE ORIGINAL AND PERSONALLY MADE/GROWN BY HAND BY THE ARTIST/EXHIBITOR. No direct sales, mass produced, imported, wholesaled items, food concessions, antiques or collectible items.

**Jury & Selection Process:** The top artists in each category will be accepted to participate. Considerations also include prior participation, longevity, reliability & prior reprimands. Anyone who does not follow loading and unloading procedures or introduces new items without prior approval will not be allowed back. Your vendor space is not guaranteed from year to year and is subject to approval annually.

**Requirements:** At least 3 images representative of your media & at least 1 image of you handcrafting your media. Must be a good representation of all different types of product you sell.

**Notification:** All permanent vendors will be notified of approval by email no later than February 1st, 2017, or declined applications previous to this date. Other applicants will be notified throughout the year prior to the show applied for IF and WHEN space is available for them. This may be very last minute as most cancellations happen the week of the show. You will ONLY be notified IF SPACE IS AVAILABLE OR IF YOUR APPLICATION WAS DECLINED; ALL OTHER APPLICANTS WILL BE ON A WAITING LIST AND WILL BE NOTIFIED WHEN SPACE IS AVAILABLE FOR THEM.

**Booth Fees:** Feb-Nov \$130.00/10X15 space; \$185.00/10 wide X20 deep space; \$160.00/10X 8 covered spaces +\$10 elec. (covered only); if you want more than 10ft frontage you must purchase 2 spaces. Dec: \$145.00/10X15 space; \$200.00/10X20 deep space; \$180.00/10X8 covered space +\$10 elec. (covered only)

**Booth Fee Due:** Vendors must confirm participation by reserving their space each month if they pay for the following month on market weekend to the coordinator between 3:00 & 5:00 on Sunday at the picnic tables in front of the coffee shop. Please pay by check or money order, please include booth number and month of participation on the check; Checks may be post dated to the 1<sup>st</sup> of the month of the show. No space will be held without payment, you MUST check in or you will lose your permanent vendor space. New applicants may wait to submit payment until after they are approved and space is assigned. Permanent Vendors may only miss one month in advance and retain their vendor space. You must participate 3 months in a row in the same space in order to be considered a permanent vendor. Make Checks out to GMA; Put your Booth Number on the Memo Line and mail with app.

**Set Up:** Set up is Fridays from 10-2 or Saturdays from 7-9. New Vendors must set up during designated times. When setting up you can park on Hunter Road or around the semi circle for up to 30 minutes. No vendor of the Gruene Market Days will be allowed to unload in Adobe Verde's half of the semi-circle or parking spaces after the restaurant opens at 11 a.m. on Friday or on Saturday after 9 a.m. If you are setting up between the hours of 11am-10pm on Friday you must park on Hunter Road or on the 1<sup>st</sup> ½ of the semi circle to unload there is NO UNLOADING from any of the Adobe Verde Spaces while the restaurant is open. PLEASE USE WEIGHTS TO SECURE YOUR CANOPY INSTEAD OF STAKES. New vendors MUST begin setting up during setup hours, regular vendors can set up any time after 9am Friday. If you are unsure of your booth space location call – 830 832-1721. I am on the grounds during setup times. All vendors must be set up by 9am Saturday!

**Tear Down:** Is not before 5pm on Sunday. NO VENDOR may pull their vehicle up to any parking space on Hunter Road or around the semi circle until after they are completely torn down and ready to load. Follow the instructions of the Sheriff's officer and coordinator we are here to try to prevent congestion and to get everyone out as quickly and safely as possible.

**Artist Amenities:** Saturday night security; Friday setup available; Free Admission & Free Parking; Web site listing; Monthly Advertising; Social Media presence; Monthly Press releases; TV promotions; Radio & Newspaper Press Releases; Mass Emailing;

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## Rules and Regulations

**Rules & Regulations:** The following rules have been established by the Gruene Merchants Association after years of experience to uphold the integrity of this show. All rules MUST be followed by ALL participating vendors. If you are accepted for participation in 2018 those vendors who break the rules as stated in our contract will be suspended from participation for 1-3 months or will no longer be able to participate, depending on the violation. Those who break rules repeatedly will not be welcome back. So please read the following carefully.

- New Applications are required at the beginning of each year by every vendor.
- Vendors are required to provide their own display equipment and canopy. Your booth display must be professional. USE WEIGHTS TO SECURE YOUR CANOPY – NO STAKES ALLOWED.
- \$200 FINE FOR ANY DAMAGE TO THE SPRINKLER LINES OR SYSTEM. WATCH FOR UNDERGROUND SPRINKLER.
- Inappropriate behavior, destruction of property, slander or defamation of a competitor's product and profanity will not be tolerated and will result in immediate elimination with no refund.
- Commercial agents, consultants or dealers are not eligible to participate.
- All artists MUST be present and on site during the entire show unless approved by event coordinator.
- Signed and numbered reproductions of artworks are encouraged; postcards, books & note cards are permitted.
- Artists may only exhibit and sell product in the category for which they were accepted.
- Participating exhibitors will be responsible for collecting and paying current Texas Sales Tax on all sales made during the show. A Texas Sales Tax Certificate is required for participation. If you need a Texas Sales Tax ID , please go to <http://www.window.state.tx.us/taxpermit/>
- Vendors must park in designated vendor parking. Do not block anyone's trailer and DO NOT park in customer parking. If space is limited in vendor parking you may park at the back of the main Gruene parking lot (entrance on Gruene road). You can walk thru to the show from the back of that parking lot.
- NO refunds. If a 7 day notice is given payment may be transferred to the following show. Transfers do not carry over after 3 months. No shows will result in elimination.
- All vendors must set up. Inclement Weather will be considered by the Coordinator and only she will cancel the show IF necessary. **Vendors who close up without permission COULD result in termination from the show.**
- **Do not** move railroad ties **or drive on the Gruene Market Days grounds** – stay on outer paved areas only.
- All canopies and tents must be secured & weighted. Please be careful of our sprinkler system. \$200 FINE.
- Do not discuss problems with other vendors – If there are issues discuss them with show coordinator.
- Smoking is prohibited in large tent. Please be considerate when smoking of your neighbors.
- **Vendor generated trash**; boxes, product etc... must be **disposed of in the Vendor parking lot dumpster**.
- Photos must be provided and approved prior to introducing new items to the show.
- Event coordinator reserves the right to refuse exhibition of work that is not consistent with the submitted photographs and the rules listed above. Failure to comply will result in immediate removal from the show with no refund.

Please retain a copy of these rules for your reference.

*I understand the items I sell must be handmade by me and not by any other person and that the members of GMA will jury the quality and type of my work. I understand their decision is final I have read and I understand the show details and rules and agree to abide by all the rules during my participation as an artisan in the Gruene Market Days. If I do not abide by these rules I understand I will be forced to leave.*

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Vendor Signature

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Date

# Gruene Market Days

2018 Application

Emma Thrift – Event Director

1641 Hunter Road; New Braunfels, Texas 78130

gruenemarketdays@gruenetexas.com

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

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

Texas Sales Tax Number: \_\_\_\_\_

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

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

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

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

Business Phone / Alternate Phone: \_\_\_\_\_ / \_\_\_\_\_

Driver's License Number/State: (required if paying by check): \_\_\_\_\_

Vehicle & Trailer Tags: \_\_\_\_\_

Category: \_\_\_\_\_

Description of work: \_\_\_\_\_

Artist Bio: \_\_\_\_\_

**Please check the months you intend to participate** (this is an intention – payment is required for confirmation at each show)

\_\_\_ FEB 17 & 18      \_\_\_ MAR 17 & 18      \_\_\_ APR 14 & 15      \_\_\_ MAY 19 & 20  
\_\_\_ JUN 16 & 17      \_\_\_ JUL 21 & 22      \_\_\_ AUG 18 & 19      \_\_\_ SEP 15 & 16  
\_\_\_ OCT 20 & 21      \_\_\_ NOV 17 & 18      \_\_\_ DEC 1 & 2

Amount of check/money order attached: \_\_\_\_\_ Please make payable to GMA (Gruene Merchants Assoc)

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Dec: \$145.00/10X15 space; \$200.00/10X20 vertical space; \$180.00/10X8 covered space +\$10 elec. (covered only)

Complete this application and submit the following to be considered for the 2016 Gruene Market Days: **All items MUST be submitted or your application will not be accepted.**

- Non returnable photographs of your media (email in low resolution only)
- Non returnable photographs of you making your product (email in low resolution only)
- A copy of your Texas Sales Tax Certificate
- A copy of your Texas Food Manufacturers License (if selling pre-packaged food items)
- A copy of your Texas Agriculture License (if selling plant products)
- A signed copy of the rules and regulations.

**Release:** I hereby release the Gruene Merchants Association and any and all of its members from any responsibility for any injuries to me or my employees and for any loss or damage to personal property while participating in the Gruene Market Days. I understand that there are no refunds and that there will be no rain dates given.

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

# 2018 Vending Permit Application

This document is a permit required by the city of New Braunfels by all vendors selling merchandise within then city limits. Please complete in full, sign and return with vendor application to GMD's. It will be returned to you the day of the show with the city vending permit attached.

DATE: \_\_\_\_\_

TO: FRANK ROBBINS  
DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT  
CITY OF NEW BRAUNFELS

FROM: LARRY LEHR  
GRUENE MARKET DAYS  
1720 HUNTER ROAD (DO NOT MAIL APPLICATION TO THIS ADDRESS)

As owner of the land located at 1720 Hunter Road, in New Braunfels, Texas, I give permission to:

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

**Vendor Home Address:** \_\_\_\_\_

**Vendor Home Telephone:** \_\_\_\_\_

**Type of Product:** \_\_\_\_\_

The dates of operation for this vendor are: (Markets are open from 9-5pm Sat-10-5 Sun.)

\_\_\_ FEB 17 & 18      \_\_\_ MAR 17 & 18      \_\_\_ APR 14 & 15      \_\_\_ MAY 19 & 20  
\_\_\_ JUN 16 & 17      \_\_\_ JUL 21 & 22      \_\_\_ AUG 18 & 19      \_\_\_ SEP 15 & 16  
\_\_\_ OCT 20 & 21      \_\_\_ NOV 17 & 18      \_\_\_ DEC 1 & 2

To be filled out by Gruene Market Days representative:

Vendor Location is: \_\_\_\_\_ as shown on map provided.

The vendor and vendor's employees and customers shall have free and unrestricted access to my off-street paved parking and my restrooms. To the best of my knowledge, my property and all improvements thereon are in compliance with all applicable codes and ordinances of the city. If my property is not in compliance and I currently "grandfathered" I realize that I will lose my "grandfather" status and need to upgrade to current city standards.

I accept any and all legal responsibilities that I may incur as a result of granting this permission and both the vendor and myself and all heirs, executors, and assigns, of each of us agree to hold the city of New Braunfels harmless from any property damage, personal injury, or illness that may result from this agreement.

Both the owner and the vendor agree to abide by the contents of this agreement and all applicable city codes and ordinances. The vendor will provide a copy of a valid state of Texas sales tax certificate issued to the vendor for all taxable items.

Larry Lehr – Electronic Signature January 1, 2018 /

Owner Signature (LARRY LEHR)

Date

Vendor Signature (YOURS)

Date (MM/DD/YY)

The following will be attached with this application to the city of New Braunfels:

- A copy of vendors Texas Sales Tax Certificate (MUST HAVE YOUR/BUSINESS NAME)
- A copy of vendors Texas Food Manufacturers License (if selling pre-packaged food products)

**\* Mail with application to GMD's \***

**The Gruene Market Days is in no way affiliated with the City of New Braunfels**