



Byron Nelson High School
Bobcat Dazzlers Holiday Kick-off Bazaar
Saturday, November 14, 2015
9:00a.m. – 5:00p.m.

2015 Vendor Application
Mail To: BDSO Holiday Bazaar PO Box 2113 Roanoke, TX 76262
Contact us at: bds05678@gmail.com

Business Name: _____
 Contact Name: _____ Email Address: _____
 Address: _____ City/State: _____ Zip: _____
 Phone #: _____ Website: _____

Please check: Returning Vendor or New Vendor National Franchise* or Independent

*Please note: Only one franchisee representative from each franchise company will be allowed in our show. For example: we will only allow one representative from Pampered Chef, Cookie Lee, Scentsy, Mary Kay, Tupperware, etc.

Product Description: Please list all items you will be selling. This allows us to make every attempt to ensure that you are not selling a similar product near another vendor.



Booth Cost
Registration Deadline: October 15, 2015

SINGLE: 10' x 10' \$75.00 _____ (Add \$10 after 10/15/15)
 DOUBLE: 10' x 20' \$140.00 _____ (Add \$10 after 10/15/15)
 ELECTRIC OUTLET \$5.00 _____
TOTAL BOOTH FEES: _____

(Booth sizes may vary due to aisle size regulations. Adjusted booth sizes will be comparable square footage.)

THERE WILL BE NO REFUNDS FOR ANY REASON.

Please make checks payable to: BDSO

Mail To: BDSO Holiday Bazaar P.O. Box 2113 Roanoke, Tx 76262

I HAVE READ AND AGREE TO ALL THE RULES AND GUIDELINES FOR THE BOBCAT DAZZLERS HOLIDAY KICK-OFF BAZAAR TO BE HELD AT BYRON NELSON HIGH SCHOOL. The Northwest ISD, it's employees and the Byron Nelson High School Bobcat Dazzlers Service Organization will not be responsible for any loss, damage, theft, or injury that may occur to any exhibitor, their representatives or property, before, during or after show hours. Exhibitors should insure themselves against such claims, and by signature on application, release the school and the host from any and all liability.

SIGNATURE _____

***THIS CONTRACT IS NOT EFFECTIVE UNTIL ACCEPTED BY THE SPONSORS. ACCEPTANCE OF ANY TENDERED CONTRACT IS WITHIN THE SOLE DESCRESTION OF THE SPONSORS. IF THIS CONTRACT IS NOT ACCEPTED, YOUR FEES WILL BE RETURNED.

FOR OFFICE USE ONLY – PLEASE LEAVE BLANK

Date Application Rcvd: _____ Check # _____ Amount: _____
 Date Confirmation Email Sent: _____ Booth Assignment: _____

Bobcat Dazzlers Holiday Kick-Off Bazaar

Rules & Regulations

Listed below are a few "must-knows" for the upcoming show. If you have any other questions, feel free to leave a message on the BDSO phone line at 817-698-5726, and your call will be returned as promptly as possible. **Byron Nelson High School is located at 2775 Bobcat Blvd. Trophy Club, TX 76262**

1. **Vendor Operating Hours:** Saturday 6:00am – 7:00pm **Open to the Public:** Saturday 9:00am – 5:00pm
2. **Check in & Parking:** Please stop by the check-in booth located at the front entrance, upon arriving, to collect your welcome packet. You may unload at front entrance. After you have finished unloading, we ask that you promptly park towards the back of the front parking lot to allow ample space for our customers.
3. **Loading and Unloading:** We are happy to assist our vendors with the loading and unloading of booth supplies.
4. **Door Prizes:** On Saturday morning, please fill out the form that is in your welcome packet. Please describe the item and value of the door prize you will be donating. Return the card to the check-in booth. The winner of your door prize will be directed to your booth to claim his or her prize.
5. **Breakdown:** There is to be NO BREAKDOWN of any booth before 5:00pm Saturday.
6. There are to be **NO OPEN FLAMES OR LIVE ANIMALS** due to school district regulations.
7. **Closing Procedures:** Due to time constraints, we need to have all booths torn down and all items removed from the building by 7:00pm on Saturday.
8. **Electricity:** Please note that if your booth is not a designated booth for electricity, you will not be permitted to plug into an outlet.
9. We will permit only **1 (one) franchise representative from each franchise company per show** (i.e. Tupperware, Pampered Chef, Origami Owl, etc.). If you have not included these items on your original application, you will not be able to display or sell these items. **WE CANNOT BE RESPONSIBLE FOR UPHOLDING THE RULES OF EACH COMPANY – THAT IS LEFT TO THE INDIVIDUAL SALES REPRESENTATIVES.**
10. The Directors reserve the right to refuse any display or items sold deemed inappropriate. Their decision is final.
11. Every effort has been made to make the Show as successful as possible. Please remember, we are volunteer parents and trying our best. Thank you for participating, we enjoy seeing you year after year!
12. Refunds will not be issued. An exhibitor may sell his/her booth space, however, all changes must have the approval of the Craft Show coordinator.
13. An exhibitor will be considered a NO SHOW if he/she has not arrived by 10:00 a.m. on Saturday. At that time, the booth space will be released for resale. If the reservation payment for the 2014 show has not been received or postmarked by October 15, 2014, the vendor's space will be released.
14. Booth spaces are approximately 10 feet wide X 10 feet deep. Some booth dimensions are adjusted to accommodate needed aisle space – we do our best to provide comparable or additional square footage in these booths. Tables are not provided, however, 2 chairs will be available for each space.
15. If booth space is empty, it is not to be retained by another exhibitor without permission from the Craft Show coordinator.
16. Vehicles may not park in the fire lane after loading/unloading supplies.
17. Nails or anything that will mar the walls of the school may not be used. Painter's tape is the only acceptable item that may be used to hang on the walls.

18. The show officials shall designate selling areas and each exhibitor shall sell and display within the confines of his/her designated area only.
19. Exhibitors shall not bring upon or distribute on the grounds of Byron Nelson High School any political, religious, handbills or solicitous materials without the consent of the show coordinator.
20. The Bobcat Dazzlers Service Organization (BDSO) reserves the right to restrict the sale, display or distribution of any printed materials, photographs, books, magazines, pictures, paraphernalia or other representations in order to maintain a proper moral and wholesome environment.
21. Booth space cannot be used for games, skill, raffles, lotteries, palm readings or such actions or any purpose related to carnivals.
22. Anything left on the premises of Byron Nelson High School is done so entirely at the risk of the exhibitor. Northwest ISD and the BDSO will not assume responsibility.
23. The following will not be allowed for any reason: alcoholic beverages, amplifiers, the sale of prepared food, the sale of animals or lit candles.
24. All exhibited items are subject to approval, and the Craft Show coordinator and the BDSO executive board reserves the right to refuse any exhibitor for any reason deemed necessary.
25. The Bobcat Dazzlers Service Organization and it's officials reserve the right to refuse admission to any dealer/vendor.
26. School Logos, Colors, Names, etc.: Northwest ISD is the owner of all rights, title and interest in the following trademarks and service marks (collectively, the "NISD Marks"): the NISD name and logo; the names, logos, mascots, and school colors of the NISD elementary and secondary schools, including the schools' athletic teams. "NISD Marks" may not be used on any merchandise being sold, without prior approval from the district. If you have any questions regarding this rule, please address them prior to the event. Anyone selling unapproved merchandise with the "NISD Marks" will be asked to remove the merchandise immediately (including booster clubs who are selling merchandise they have not had approved).
27. Sales and Use Taxes: The requirement to obtain a Texas sales and use tax permit applies to individuals as well as corporations, firms, organizations, partnerships, and all other legal entities engaged in business in Texas; and selling tangible personal property or providing taxable services in Texas to customers in Texas. All vendors are required to collect, report and pay state and local sales tax. Northwest ISD and organizer of the event accept no responsibility for sales tax collection at the event. For more information, or to apply for a sales tax permit online go to: <http://www.window.state.tx.us/taxpermit/>
28. Food Vendors: The health department may inspect and check for permits. They will close down any vendor who is not holding the proper permit/documentation. For more information, you may contact the Town of Trophy Club Health Inspector at 682-831-4600.
29. The Northwest ISD, it's employees and the Byron Nelson High School Bobcat Dazzlers Service Organization will not be responsible for any loss, damage, theft, or injury that may occur to any exhibitor, their representatives or property, before, during or after show hours. Exhibitors should insure themselves against such claims, and by signature on application, release the school and the host from any and all liability.