



Texas Scottish Festival & Highland Games

Maverick Stadium, Arlington Texas

Box 511, Clifton, TX 76634

postmaster@texasscottishfestival.com

800-363-7268

Dear Vendor:

The 2010 TEXAS SCOTTISH FESTIVAL will be held on June 4, 5 & 6th, 2010. Friday from 5:00 p.m. to midnight, Saturday 9:00 a.m. to midnight and Sunday 9:00 a.m. to 6:00 p.m. The location will be Maverick Stadium on the campus of The University of Texas at Arlington. The vendor area is a natural grass field within Maverick Stadium. We will make every attempt to place you in your previous location; however some areas have been changed.

Electricity is available at specific locations by prior arrangement; there is a \$25.00 charge for this service. Please refer to the sheet titled 'Electricity' for more information.

Enclosed you will find the current Vendor Information Sheet, the Vendor's Space Description and Vendor's Registration Form which has the schedule of fee's for the Festival.

Vendor Locations are prioritized by loyalty to TSF then by receipt date of your deposit and final payment

We highly recommend set-up on Thursday or Friday. Spaces will be ready by 11:00 a.m. on Friday. You may setup on Thursday if prior arrangements are made with the Vendor Chairman.

All motorized vehicles must be off the field by 4:30 p.m. on Friday and 8:30 a.m. on Saturday -- **no exceptions**, small trailers may be parked behind your spot, space permitting. Vehicles will not be allowed on the field between 8:45 a.m. on Saturday and 7:00 on Sunday. The vehicle rule will be strictly enforced. Remember vendors have the prime locations inside the front gate and you must look appealing to the public.

You are expected to be setup and ready for business by Public Opening each day and remain open until 9:00 p.m. on Saturday and 6:00 p.m. on Sunday. Friday you may close early if you choose.

Security is provided, but ultimately you are responsible for the security of your own merchandise.

If you have any questions please email: Postmaster@TexasScottishFestival.com or telephone (800) 363-7268.

Sincerely,

A handwritten signature in black ink, appearing to read 'Fred Stewart', written in a cursive style.

Fred Stewart
Vendor Chairman &
Operations Director

www.TexasScottishFestival.com

2010 Vendor Information Sheet

Texas Scottish Festival & Highland Games

Maverick Stadium, Arlington Texas

June 4-6, 2010

ITEMS For Sale – In keeping with the theme of the festival, priority will be given to vendors whose items for sale are of a Scottish theme, Scottish origin, or particularly unique to Scotland or Celtic culture.

NEW – PROGRAM ADVERTISEMENTS – Place an ad in the festival program for a modest fee. Offer a coupon discount to attract customers to your tent. A fee schedule is included; see the 'Ad Rate Sheet'.

FEES – Fees are stated on the Vendor Registration form. Deposits are due by March 31st and final payment by May 5th. **No notice of final payment will be sent.** Checks or money orders are preferred. If you wish to pay by Paypal (credit card) that can be arranged for an additional fee of 4% to offset Paypal fees charged to TSF.

Vendor Locations are prioritized by loyalty to TSF then by receipt date of your deposit and final payment

SET-UP – Vendor spaces will be ready by Friday 11:00 a.m. All motorized vehicles must be off the field by 4:30 p.m. – **no exceptions.** Gates will reopen at 6:30 a.m. Saturday for small setups and restocking. Vehicles will not be allowed on the field between 8:45 a.m. Saturday and 7:00 p.m. Sunday. The vehicle rule will be strictly enforced

VENDOR PACKETS – Will be ready on Friday when you arrive. The parking passes and admission tickets are included. The standard number of tickets for the various sized spaces is stated on the Vendor Reservation form, if you need more, let us know when you register. (There is no charge for parking on Friday and you should already be inside the gates so there is nothing in the packets needed prior to Saturday morning.) The packets will be located at the TSF t-shirt tent located at the main entry.

COMBINED SPACES – Multiple vendors may combine spaces for the purpose of rental of a common tent, however, you will each be responsible for your full individual fee.

TENT RENTALS – For tent rentals we recommend Alexander Tent Company of Dallas, Texas. Call them direct for rentals @ (972) 247-8556.

TABLE RENTALS – We will arrange for table rentals from Alexander Tent Company. Please indicate the number of tables needed on the Vendor Reservation form. These are heavy duty 8' tables @ \$10.00 per table. If arrangements are made for a tent rental directly from Alexander Tent Co. the tables may be rented directly from Alexander and not through TSF&HG.

INSURANCE – All vendors should carry liability insurance. In case of an accident in your area you will be liable for potential damages. Be Safe! A weekend policy is available through TSF&HG if you do not carry your own. Please allow 4 weeks to acquire policy.

PARKING – The University of Texas at Arlington will be charging a \$5.00 fee for public parking at Maverick Stadium; there will be **ONE** parking pass issued to each vendor.

ACCOMMODATIONS -

Host Hotel--The Arlington Quality Inn at the Highlands

121 I-20 East @ Matlock Road, Arlington, Texas 76018. Telephone: 800-588-8021.

Group ID: Texas Scottish Festival **Rate: \$76 + tax**

Note: please identify yourself as *Texas Scottish Festival*.

All rooms are held for our attendees, please identify yourself to book a room held for the TSF&HG.

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ELECTRICITY

The TSF is being charged more and more for electric services, and find we must pass some of the cost on to you, the vendors. Therefore, electrical hook-ups will no longer be provided free. **Single, 110v, low-wattage, extension cord hook-ups will be \$25.00.**

For a hook-up requiring more, contact us at postmaster@texasscottishfestival.com for the price.

Concourse:

East side, electrical hook-up may be provided at each location.

West side, there are 110v outlets located in spots W-4, W-7 and W-9. The W-4 outlet may provide power to W-3, 4 & 5. The W-7 outlet only to W-7 and the W-9 outlet may provide power to W8, 9 & 10.

The Royal Mile:

RM-1 through RM-13, no electrical hook-ups are available; generators may be used but must operate quietly and must be located along the east or south fence line.

RM-14 and RM-15, an extension cord may be run from the ticket office for a low wattage hook-up.

RM-16 through RM-20, no electrical hook-ups are available; generators may be used but must operate quietly and must be located along the south fence line.

The Dance Area:

DA-1 through DA-3, some electricity may be available, but is dependent on the power requirements in the food court. Therefore, no guarantee is made about providing electricity to these spots. Generators may be used, but must operate quietly and must be located within the fenced area northeast of the spots.

DA-4 through DA-9, generators only; the generators must operate quietly, extension cords must run across the royal mile walkway and to the generator area along the east fence.

DA-10 through 12, generators only; the generators must operate quietly, extension cords must run across the royal mile walkway and to the generator area along the south fence.

The Southwest Area

SA-1 through SA-4, generators only; must operate quietly and must be located in the generator area west of the spots.

SA-5 through SA-10, generators only; may be located adjacent to the spot, but must be muffled and operate quietly. Spots SA-8, 9 & 10 are adjacent to the Glenuig entertainment tent and must not be a distraction.

NOTE:

All extension cords that cross a concrete walkway must be taped down; bring your own tape. Those not taped and kept secured will be removed.

Bring adequate length extension cords; most distances will be 50 to 100 feet.



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Vendors Space Descriptions

Arts & Crafts space

10' frontage

Up to 120 sq. feet (10'x12')

Handmade items or single item only--strictly enforced

Two admission tickets for each day

One parking pass

Standard space

20' frontage

Up to 400 sq. feet (20'x20')

Three admission tickets for each day

One parking pass

Large Standard space

30' frontage

Up to 600 sq. feet (20'x30')

Four admission tickets for each day

One parking pass

Premier Large space

20'x40' corner space

Up to 800 sq. feet (20'x40')

Call for pre-approval (limited corner spaces)

Four admission tickets for each day

Two Friday BBQ tickets

One parking pass



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Vendor Registration

Please circle choice

Concourse

Arts & Crafts space (10' frontage)..... \$425.00
Standard space (20' frontage) \$625.00

Southwest Area

Arts & Crafts space (10' frontage)..... \$425.00
Standard space (20' frontage) \$625.00
Large Standard space (30' frontage) \$775.00

Dance Area

Arts & Crafts space (10' frontage)..... **NEW** \$325.00
Standard space (20' frontage) **NEW** \$525.00
Large Standard space (30' frontage) **NEW** \$675.00

Royal Mile

Arts & Crafts space (10' frontage)..... **NEW** \$525.00
Standard space (20' frontage) \$625.00
Large Standard space (30' frontage) \$775.00
Premier Large space (20' x 40' corner)..... \$925.00

Electrical hook-up @ \$25.00 \$ _____

TOTAL \$ _____

DEPOSIT (Deposit is 50% of Total) \$ _____

Please reserve _____ tables @ \$10.00 each. (Tables must be paid in full w/deposit) \$ _____

Amount due by March 31st \$ _____ ✓

Final Payments are due by May 5th

Vendor Name _____

Address _____

City _____ State _____ Zip _____

Contact name & Telephone _____

E Mail Address _____

Prior Location and/or Comments for TSF&HG _____

Make your **check** for Vendors fee's payable to: **Texas Scottish Festival** ---and mail to---



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AD RATE SCHEDULE FOR ON-SITE VENDORS

ALL ADS are Black & White

Full Page (call for availability)	7 ¾" X 10"	\$300
Half Page (Horizontal)	7 ¾" X 4 7/8"	\$150
Quarter Page	3 ¾" X 4 7/8"	\$75
Business Card	3 ½" X 2"	\$35

Vendor: _____

Contact Person: _____ Day Ph: _____

Address: _____ Evening Ph: _____

City: _____ State: _____ Zip: _____

Size of Ad: _____ Price: _____ Total: _____

The ad may include the following:

One illustration, preferably in .jpg format

Coupons for goods or services offered at the TSF&HG

If you do not have an ad design, a simple design may be created for you by the editor of the program for an additional fee.

PLEASE NOTE: Payment must be included with ad to insure inclusion in our program. Copy deadline for inclusion in the program is May 1st. Advertisements received after the deadline will not be included in the program – NO EXCEPTIONS.

For information call: 1-800-363-7268

Please mail this form along with your ad and payment to:

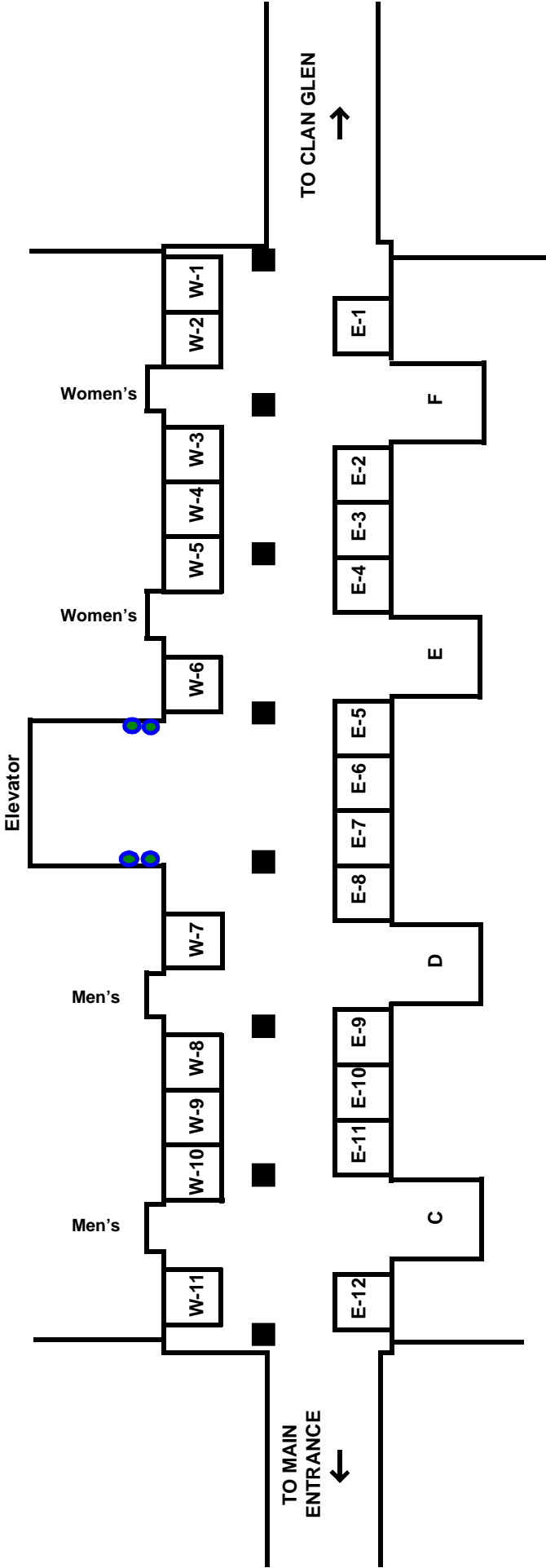


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CONCOURSE

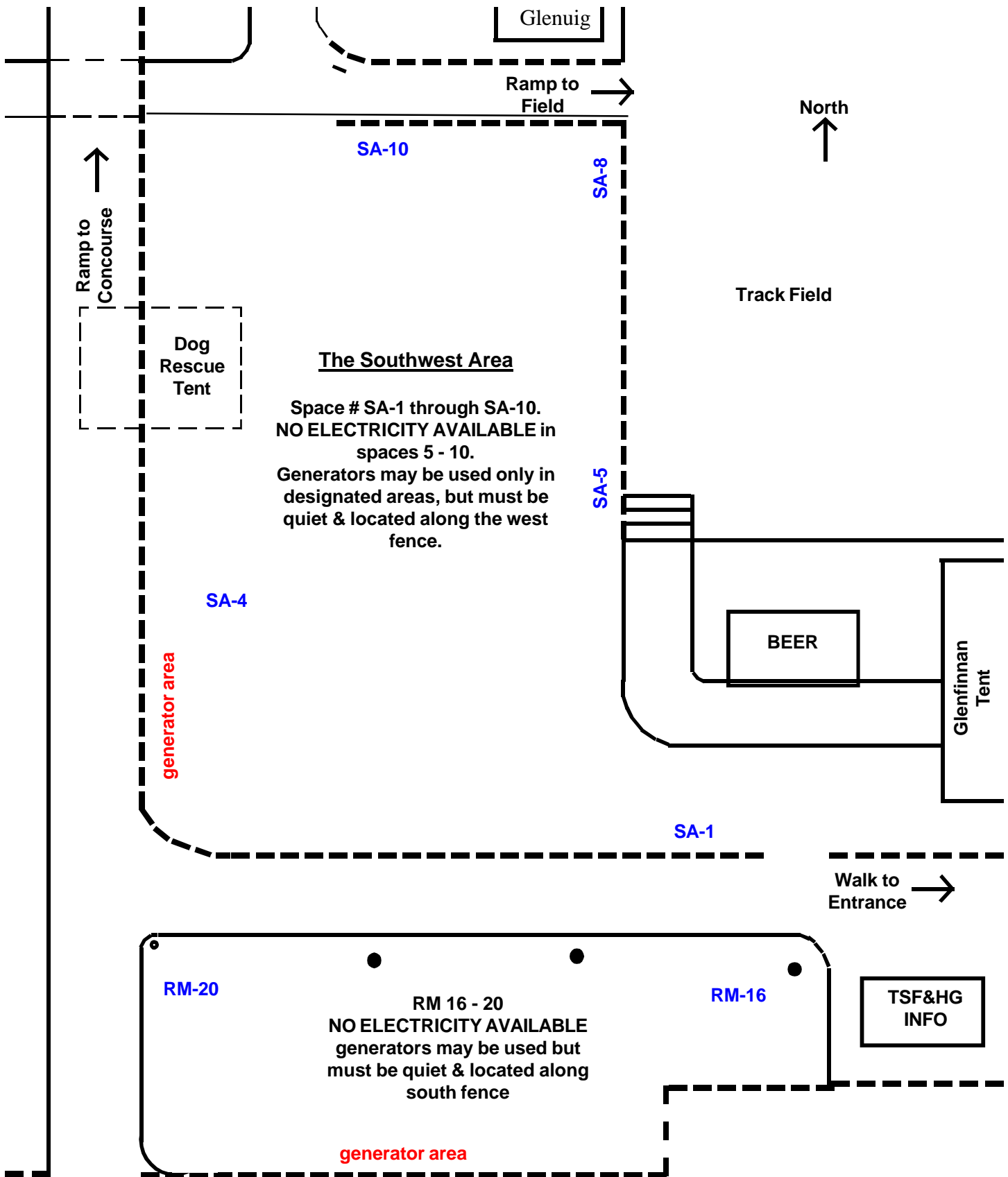


ELECTRICITY

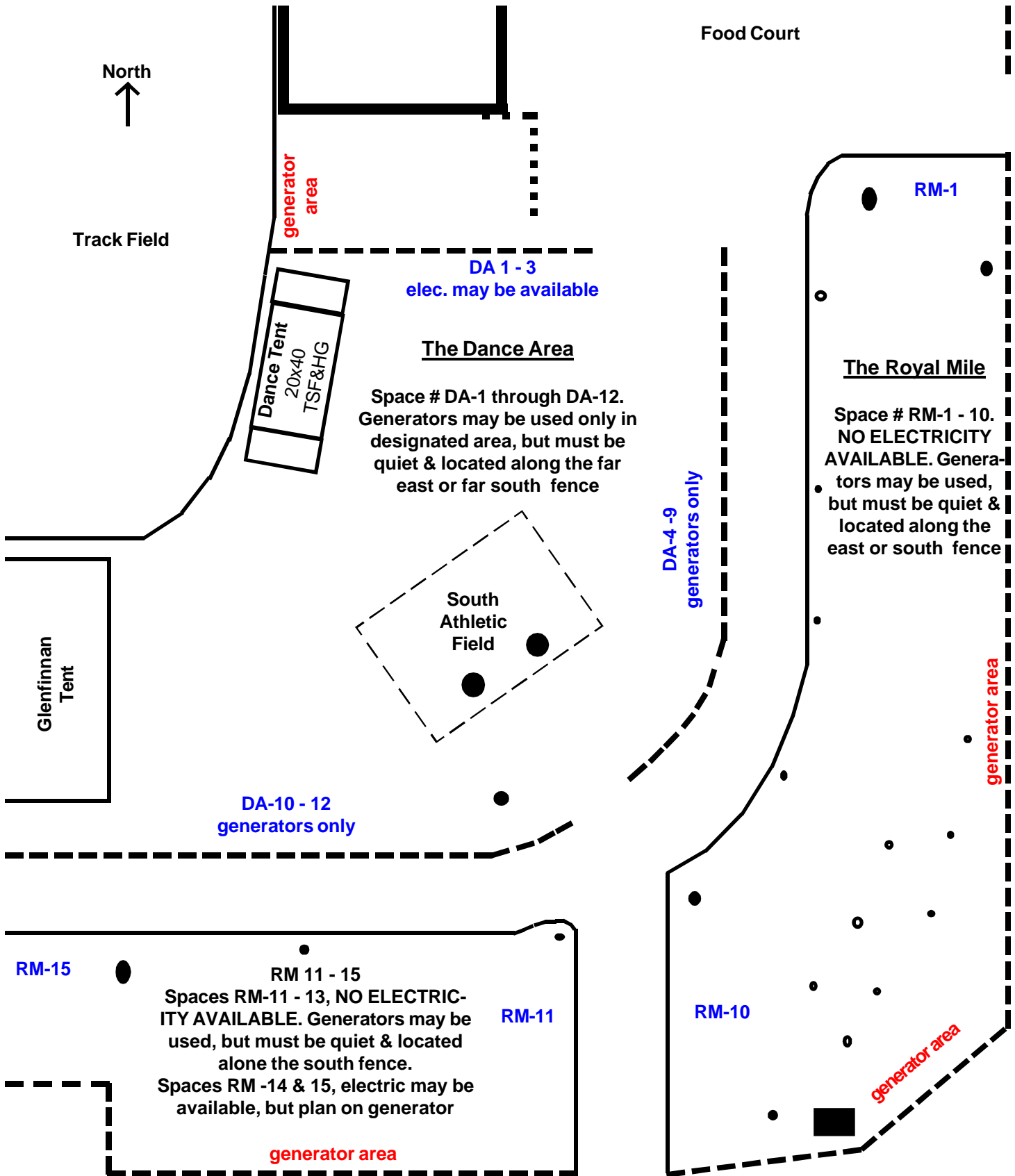
Electrical hook-ups are available in all the east booths, however E-1 & E-12 will require longer extension cords (50') and duct tape as the cords will cross a walk area.

On the west side, there are outlets located in W-4, W-7 & W-9. These outlets have only 2 plugs, therefore, must be controlled to prevent overloads.

NEW, there will be a \$25.00 charge on all electrical hook-up. Please indicate the need for electricity on your application.



ROYAL MILE - WEST



ROYAL MILE - EAST