



“The Voice of Austin”

Austin Community Radio, Inc.
8906 Wall Street, Suite 203
Austin, Texas 78754
(512) 836-9544 • (512) 836-9563 Fax

May 1, 2009

Dear Exhibitor,

On Saturday, August 22, 2009 from 10:00AM to 10:00PM KAZI-88.7 FM, “The Voice of Austin” will be celebrating our 27th Anniversary with Summerfest 2009 at the Monarch Event Center; 6406 North IH-35, Suite 3100; Austin, Texas 78752-9998. KAZI is a non-profit community owned and operated radio station. KAZI has been serving Austin and the metro area for over 27 years with the latest in news and educational programs, which highlight cultural experiences to the Austin Metropolitan area. KAZI is recognized as a trend-setting radio station setting standards with diverse quality programming of talk shows and music formats. In the past, this festival has served as a symposium of community activities and resources.

KAZI would like to invite your company to participate in Summerfest 2009. Enclosed is a vendor packet containing information on booth space and pricing.

To obtain booth space please complete a vendor registration form and mail to:

KAZI 88.7FM - Summerfest 2009
Attn: Juliet Washington
8906 Wall Street, Suite 203
Austin, Texas 78754

Please include your fee in the form of a check, cashier’s check or money order payable to *KAZI SummerFest*.
Registration Dates: May 1, 2009 – July 31, 2009

Rental booth spaces are limited. Reserve your booth today! **Deadline is July 31, 2009**
For more information call KAZI at (512) 836-9545 or (512) 836-9544, Extension 10.

KAZI Summerfest 2009 Vendor Information

When: Saturday, August 22, 2009
10:00am – 10:00pm

Where: Monarch Event Center
6406 North IH-35, Suite 3100
Austin, Texas 78752-9998

Booth Fees: \$125 per booth - due on or before **July 31, 2009**. (Food vendors must purchase a temporary food permit for \$35.00)

Booth Fees Include

- 2 Vendor Badges
- 2 Visa Wrist bands
- 1 Covered table (6 feet long)
- 2 Chairs
- 1 Tent Name Card

Check-In

Upon check-in on **August 22, 2009** each vendor will receive:

- 2 Vendor badges
- 2 Visa Wrist bands
- Souvenir Booklet

Vendors can purchase additional badges when submitting registration fee or during check-in on August 22nd if necessary. Vendor badges and wristbands must be worn by Vendor personnel at all times during the event.

No Guarantee of Results

KAZI does not warrant or guarantee any particular results of Summerfest, nor does it guarantee a particular number of exhibitors or attendees.

Booth Payments

All booth payments must be received in full by **July 31, 2009**.

Acceptable forms of payment include cashier's checks, money orders, or personal checks. You may make online credit card payments using a VISA, MasterCard, or Discover.

Change of Booth Location

Any changes to booth space assignments during Summerfest for any reason will carry a \$25.00 administrative charge.

Please make checks payable to: KAZI Summerfest

Please mail to:

KAZI Summerfest
Attn: Juliet Washington
8906 Wall Street, Suite 203
Austin, Texas 78754

Absolutely no personal checks will be accepted after July 31, 2009.

SELLING AND SECURITY

All Vendors are responsible for the care and security of their property at all times. KAZI assumes no responsibility for Vendor's property or possessions. All Vendor booths must be fully staffed at all times during the event.

Refund Policy

All booth rentals are final, non-transferable and non-refundable.

Food Permits

All food vendors must purchase a temporary food dealer's permit and comply with the Texas Department of Health regulations. (**Food permits are \$35.00 per booth. Food permit fees are non-refundable.**) Please display your temporary food permit at the event on August 22, 2009)

One type of food per vendor, first come/first

Food Vendor menus will be approved on a first come basis. Each food Vendor will be allowed only three (3) food items on their menu. There will be **NO DUPLICATIONS**.

Set Up Time

Saturday, August 22, 2009 from 8:00AM to 10:00AM

Note: ALL exhibitors must be completely set-up no later than 1 hour prior to the event opening.

Breakdown Time

Saturday, August 22, 2009 from 8:00PM to 10:00PM.

Note: Building must be vacated by 11:59PM

Beverages

No Beverages of ANY KIND will be sold by ANY vendors. Monarch Event center will cater all beverages. No Exceptions.

Vendor Liability

This Agreement shall not constitute or be considered a partnership, employer-employee relationship, joint venture or agency between KAZI and Vendor. Vendor assumes all responsibility for compliance with all pertinent ordinances, regulations and codes of duly authorized local, state and federal governing bodies. **Food Vendors expressly agree to assume all responsibility for compliance with any associated food handling and fire guidelines of local, state and federal governing bodies.** Vendors understand that any requests made by the Department of Health, Fire Marshall or other governing body must be immediately corrected. KAZI assumes no responsibility if booth is forced to close by any governing body including venue.

SummerFest 2009 Vendor Registration Form

Name of Business _____ Type of Booth _____

List menu items _____
 (Food Vendors must provide a complete list of items you intend to serve at Summerfest.)

Contact Person _____ Phone () _____

Address _____ Fax No () _____

Email _____ Website _____

Number of additional booth attendants _____ X 7.00 = Due _____

Please mark your top two booth choices on map. Booth assignments are made by KAZI as first come, first serve basis.

Booth Fees

Non-Perishable

Perishable

Registration (May 1, 2009 – July 15, 2009)

\$125.00

\$160.00 (includes permit fee)

Each food vendor must purchase a temporary dealer's food permit. (\$35.00 per booth)

1st Booth Choice _____ 2nd Booth Choice _____

Rental Booth information

- 2 Vendor Badges
- 2 Visa Wrist bands
- 1 covered table (6 feet long)
- 2 Chairs
- 1 Tent Name Card

	Office Use Only		
<p><i>The undersigned person releases and holds harmless Austin Community Radio, KAZI, and the property Owners and/or tenants and waives all rights, without limit upon liability for use of the Monarch Event Center property and facilities.</i></p> <p><i>The undersigned further agree that a failure to abide by this agreement will lead to immediate expulsion from SummerFest 2009.</i></p>			
<p>_____ Authorized Vendor Signature Date</p>			
<p>_____ KAZI Representative Signature Date</p>			
	Booth Assignment		
	# Additional Attendants		
	Booth Change fee		
	Amount Paid		
	Check #		
	Date received		