

Outdoor Vendor/Sponsor Booth Information & Guidelines

[Click Here for the List of Vendor/ Sponsor Package Options](#)

Dates and Deadlines:

Vendor booths must be fully staffed and open for business from the start of the event until the close of the vendor event, Saturday, March 8, 2025, from 10 AM to 2PM. Please note the vendor fair ends at 2 PM; however, the festival ends at 3 PM with one final performance.

- Check-In and Set-Up: Saturday, March 8, 2025, from 7 AM to 9 AM. (There will be a loading and unloading zone, but there will be a bit of a haul-in, so plan on not being able to drive up directly to your spot).
- Tear Down: Saturday, March 8, 2025, at 2:30 PM. (Tear down will begin once the area has safely cleared out.)
- Application Deadline: January 31, 2025, by 3 PM.
- Notification of Acceptance: You will receive an acceptance letter or a letter of regret via email by February 3, 2025. Approval emails will include a link for payment.
- Application Fee Deadline: Payment is due within 5 business days after approval. If payment is not made within 5 business days, we reserve the right to offer your space to another vendor.
- Location Assignment Notification: March 5, 2025

Booth Info and Fees:

All booths will be located outdoors and will include a 6 ft table and one chair. Only one vendor is allowed per booth space—no exceptions.

VIP Booth fees are as follows:

- Retail and Info Booth: \$200
- Arts and Crafts Booth: \$75
- School/ Booster/ Student Booth: \$50
- Community Partner Booth: No Fee (Promotional only, for arts community partners and programs offering free resources. Products cannot be sold at your booth.)
- Food Truck Standard Space: \$125
- Food Truck Extended Space: \$150

Optional Features for additional fees have limited availability and are as follows:

- Option A: Prime Location: \$50
 - Your booth will be located in an area with higher traffic and visibility.
- Option B: Electrical Access: \$50
 - Your booth will be located with access to an electrical outlet and 1 extension cord. (4 available)
- Option C: Advertising Sponsor: \$100
 - Your business name will be included in the program.

Refunds:

There will be no refunds of booth fees. Applications and acceptance are non-transferable to other vendors.

Sales, Displays, and Pricing:

We are seeking a creative and diverse array of businesses and vendor items at reasonable prices that align with a family-friendly environment. At the sole discretion of the Dysart district, sales, displays, or activities deemed inappropriate or offensive will be asked to remove said items, cease such activities, or, in extreme cases, leave the event if actions or sales continue. While we will limit the number of similar vendors at the festival, we will not regulate franchise agreements regarding multiple vendors from the same business. Unless you are a registered food business (e.g., pre-packaged beef jerky, salsa, jams), no booth may sell or provide homemade food or beverages (including water), as this is limited to our food vendors.

Location Assignments and Set-Up Information:

The Dysart Festival of the Arts coordinators will assign your booth location in the order fees are received and in the best interest of the festival. You will be notified of your booth location by March 5, 2025.

Due to the festival taking place on a school campus, there will be no vehicle access to booths. You will need to haul your equipment in and out. While we provide a loading and unloading zone that gets you closer, you will need to plan to load in and out by cart. Load-in and load-out are the responsibility of the vendor; the district is not responsible for assisting.

Set-up time is Saturday, March 8, 2025, from 7 AM to 9 AM. We will open the loading and unloading zone following the festival as close to 2:30 PM as possible, depending on the number of people still on campus. Latecomers will not be accommodated, and there will be no refunds.

All vendor booths will be located outdoors. One 6ft table and one chair will be provided per space. Vendors are expected to provide everything else. Pop-up tents will not be provided but are permitted and strongly recommended. **Pop-ups and canopies must be anchored with at least 20 lb. weights for each of the corners.** No ground stakes are permitted. Tents without weights will be asked to take down their tent. Most spaces are on cement.

Please respect those around you. Do not solicit or impede outside of your purchased booth space. Smoking, including e-cigarettes, is not allowed anywhere, as this is a school campus. Taping, tacking, or affixing any materials outside of your booth area will not be permitted.

Sound, Electricity, and Water Hookups:

No audio systems are permitted. There will be multiple performances throughout the campus, and we wish to avoid interference. Generators, other than those used by food trucks, are not permitted. Limited access to electricity is available for an additional \$50 fee. There will be no access to water hookups.

Cleanliness and Trash Removal:

Vendors are expected to keep their location and surrounding area clean and free of litter. All garbage must be disposed of at the designated locations at the end of the festival.

Disclaimers:

The Dysart Unified School District assumes no liability for loss or damage to a vendor's cash, wares, or property. Consumption, promotion, sales, or possession of alcoholic beverages are not allowed. Foul language, threats to the safety and welfare of attendees, or actions deemed inappropriate by the festival coordinators and district administration will not be tolerated. Any violations of these rules will be cause for immediate removal from the premises and denial of future participation.