



***"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, 2012

Dear Exhibitor,

On Saturday, August 25, 2012 from 10:00AM to 10:00PM KAZI-88.7 FM, "The Voice of Austin" will be celebrating our 30th Anniversary with Summerfest 2012 at the Marchesa Hall & Theatre; 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 30 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 2012. Enclosed is a vendor packet containing information on the booth space and pricing.

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

KAZI 88.7FM - Summerfest 2012  
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, 2012 – July 16, 2012**

Rental booth spaces are limited. Reserve your booth today! **Deadline is July 16, 2012**

For more information call KAZI at (512) 836-9545 or (512) 836-9544, Extension 10.

## **KAZI Summerfest 2012 Vendor Information**

**When:** Saturday, August 25, 2012  
10:00am – 10:00pm

**Where:** Marchesa Hall & Theatre  
6406 North IH-35, Suite 3100  
Austin, Texas 78752-9998

**Booth Fees:** Due on or before **July 16, 2012**

(Non- Perishable) - \$125 per booth

(Perishable) - \$177 per booth (Food vendors temporary food permit fee of \$52.00 included in fee)

**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 25, 2012** 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 25th 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 16, 2012**.

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 \$35.00 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 16, 2012.**

**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 \$52.00 per booth. Food permit fees are non-refundable.**) Please display your temporary food permit at the event on August 25, 2012)

### **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 25, 2012 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 25, 2012 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.** Marchesa Hall & Theatre 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.

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## SummerFest 2012 Vendor Registration Form

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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 **10.00** = 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, 2012 – July 16, 2012)

\$125.00

\$177.00 (includes \$52 permit fee)

**Each food vendor must purchase a temporary dealer's food permit. (\$52.00 per booth)**

**1<sup>st</sup> Booth Choice** \_\_\_\_\_ **2<sup>nd</sup> 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		
<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>  <i>The undersigned further agree that a failure to abide by this agreement will lead to immediate expulsion from SummerFest 2012.</i>  _____ Authorized Vendor Signature                      Date  _____ KAZI Representative Signature                      Date			
	Booth Assignment		
	# Additional Attendants		
	Booth Change fee		
	Amount Paid		
	Check #		
Date received			