



Presented by the Galveston Children's Museum

Saturday, November 18, 2023 10am-3pm

## Participant Information

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Will you be Exhibiting or Performing? (Circle One):    EXHIBITING    PERFORMING

Type of Entity Requesting Participation:

\_\_\_\_ Individual or Group    \_\_\_\_ Non-Profit    \_\_\_\_ Workshop/Class    \_\_\_\_ Business Organization

Description of Activity/ Demonstration/ Performance (please include the culture/country you are featuring):

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Will your booth or activity or demonstration require electricity? (If yes, please know that this may limit availability of booth space, as we have limited booths with access to electricity) Please specify your electrical needs.

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Will your booth or activity or demonstration require a water source? (If yes, please know that this may limit availability of booth space, as we have limited booths with access to water) Please specify your water needs.

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Will your activity produce waste? \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Organization Website: \_\_\_\_\_

Organization Bio or Additional Relevant Information:

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## Participant Agreement

This Participant Agreement is made effective as of November 18, 2023, by and between The Galveston Children's Museum ("GCM") of 2618 Broadway, Galveston, Texas 77550, and \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_.

WHEREAS, the GCM is the Organizer and renter of The Galveston Children's Museum located at 2618 Broadway, Galveston, Texas 77550 (hereinafter referred as the Museum), where the Galveston Island International Festival (hereinafter referred as GIIF) will be conducted; and

WHEREAS, \_\_\_\_\_ is engaged in the business of \_\_\_\_\_.

NOW, THEREFORE, it is agreed that:

**PURPOSE.** GCM agrees to provide \_\_\_\_\_ space to conduct \_\_\_\_\_'s business on the outdoor grounds at The Galveston Children's Museum, at GIIF. \_\_\_\_\_'s use of GCM's building is limited to the space selected by GCM, as identified prior to the event, at the discretion of GCM. In general, \_\_\_\_\_ is guaranteed a minimum of 100 square feet of space which may be shared upon all party's agreement between similar organizations seeking a common goal. \_\_\_\_\_ accepts the opportunity to participate as an exhibitor/performer/both in the Museum for GIIF commencing on November 18, 2023 and ending on November 18, 2023. \_\_\_\_\_ hereby accepts the following listed conditions and limitations.

**HOURS OF OPERATION.** GCM outdoor area shall remain open from 10:00 am to 3:00 pm each day the Event is in progress, unless GCM notifies \_\_\_\_\_ of other hours of operation.

**BOOTH INFORMATION AND TEAR DOWN.** Each exhibitor space will include a minimum 10'X10' booth area (under canopy), with one table and two chairs. Exhibitors are required to maintain their booth area and surrounding area in a neat and professional appearance. \_\_\_\_\_ agrees to set up their activity and/or space prior to 10:00am and as early as 8:00am on November 18, 2023. \_\_\_\_\_ shall remove his/her facilities for use from the Museum grounds no later than 5:00 pm on November 18, 2023, leaving the space exactly as they found it upon arrival that morning.

**PAYMENT.** \_\_\_\_\_ is provided with the space at the Museum in exchange for \$0.00 to paid upon signing this Agreement. Space locations will be assigned by GCM and provided to \_\_\_\_\_ in advance of the Event.

**APPEARANCE.** \_\_\_\_\_ is responsible for cleaning and maintaining the Space provided in an organized and neat manner. This responsibility includes \_\_\_\_\_'s responsibility to remove bulk trash. Should \_\_\_\_\_ fail to keep the Space in an orderly manner, this may result in additional removal fees.



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**INCLEMENT WEATHER.** In the event that there are any questions regarding weather conditions, \_\_\_\_\_ may contact GCM Executive Director Nancy Shultz or Event Coordinator Monica Johnson at 409-572-2544. Should inclement weather prevail, the event may be rescheduled for the following day, November 19, 2023 from 10am to 3pm with all other set up and breakdown provisions as noted above. However, if the weather leaves the grounds unusable on November 19, the event will be cancelled and not rescheduled. Every attempt will be made to contact participants at phone numbers listed on contracts if the event will be cancelled or adjusted due to weather.

**EXTRA SERVICES.** GCM agrees to co-advertise the event with all participants and will include \_\_\_\_\_'s logo and activity on GCM social media and online advertising. \_\_\_\_\_ agrees to share in advertising of the event by including information about the event through participant's online and social media sites. \_\_\_\_\_ agrees to display event posters where possible and add the event to \_\_\_\_\_'s website and/or online calendar of events if applicable.

**DISPLAYS AND SIGNS.** All displays in the building must be free standing. Nothing may attach to walls or columns of the building by any means at all. Signs must be free standing. Signs should not block other vendor's shops. Signs may not attach to the walls or columns of the building. Exterior signs or backdrops must be freestanding and may not attach to the canopy or tents.

**INSURANCE.** \_\_\_\_\_ is solely responsible to obtain insurance coverage on property brought into the Museum. \_\_\_\_\_ assumes full responsibility for items left in the facility. GCM accepts no liability for lost, stolen or damaged property and is not required to carry additional insurance to cover \_\_\_\_\_'s property.

**INDEMNIFICATION.** \_\_\_\_\_ agrees to indemnify and hold GCM harmless from all claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against GCM that result from the acts or omissions of \_\_\_\_\_ and/or \_\_\_\_\_'s employees, agents, or representatives. GCM shall be solely responsible for ensuring all applicable laws are followed and complied with in selling and presenting GCM's products and services at the Event.

**ASSIGNMENT.** Neither party may assign or transfer this Agreement without the prior written consent of the non-assigning party, which approval shall not be unreasonably withheld.

**SIGNATORIES.** This Agreement shall be signed on behalf of GCM by Nancy Schultz, Executive Director and on behalf of \_\_\_\_\_ by \_\_\_\_\_ and shall be effective as of the date first written above.

Organizer:  
The Galveston Children's Museum

Vendor:  
\_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Nancy Schultz, Executive Director

\_\_\_\_\_