



Exhibitor Kit

Austin Earth Day Festival 2016
Saturday, April 23rd, 2016 noon - 7pm

Janis Bookout 512-788-2996
Janis@EarthDayAustin.com
Exhibitors & Sponsorships

a production of



The Historic Browning Hangar at Mueller
4550 Mueller Central Dr., Austin, TX, 78723

sponsored in 2015 by



www.EarthDayAustin.com





Austin Earth Day Festival 2016

Saturday, April 23rd, 2016 noon-7pm



Produced in Partnership with
Mueller Development &
the Austin Community

The Historic Browning
Hangar at Mueller
4550 Mueller Central Dr.
Austin, TX, 78723

EXHIBITOR APPLICATION

(This form can be saved and emailed to exhibitors@EarthDayAustin.com)

Exhibitor/Brand Name		Physical Address	
Company/Organization			
Primary Contact			
Title/Role		Billing Address	
Phone		(if different)	
Email Address			
Secondary Contact		Main Phone	
Title/Role		Main Email	
Phone		Website/URL	
Email Address		Exhibitor Category	

Please briefly describe your exhibit:

Door Prize Participation (optional): Earn more recognition and increase your presence by contributing an item to our hourly prize giveaways. Participation is free to attendees and prizes will be given hourly at the 3 stages. Your contribution will be mentioned at the microphone and prizes can include your information. Participation is optional.

We will contribute as a door prize:

(Please leave door prizes at the information desk at 12pm.)

Electricity:

Electricity is available for this event at a limited number of booths. We intend to be judicious in our usage.

Electricity Needed:

	Purpose:	
List any equipment to use electricity:		

Tables & Chairs:

Tables and chairs will be made available at no cost to exhibitors, if requested on your application.

One 6-ft table and/or 2 chairs will be made available for pick-up at the information booth between 10am and noon, as requested.

Please provide one 6-ft table

Please provide 2 folding chairs



	Non-Profit Exhibitor	Food Vendor	Community Sponsor	Supporting Sponsor	Presenting Sponsor	Premier Sponsor	Premier Sponsor
	\$300	\$100	\$300	\$1,000	\$2,500	\$5,000	\$10,000

Inclusion in Online Exhibitor Directory	✓	✓	✓	✓	✓	✓	✓
Inclusion in Printed Festival Guides & Directory Signage	✓	✓	✓	✓	✓	✓	✓
Electricity Available (w/notification & approval, limited space)	✓	✓	✓	✓	✓	✓	✓
Preferred Exhibitor Space and logo on EarthDayAustin.com website				✓	✓	✓	✓
Mention at Microphone/Event Announcements				✓	✓	✓	✓
Inclusion in Earth Day Newsletter/Online Announcements				✓	✓	✓	✓
Logo on Festival Signage					✓	✓	✓
Inclusion in Media, Press & Advertising					✓	✓	✓
Mention Throughout Year as Supporter on social media and website					✓	✓	✓
Speaking/Announcements Opportunity, 2 2-minute mike time slots						✓	✓
Logo on Festival Banner & T-shirt						✓	✓
Spotlight or Advertisement in Festival Guides						✓	✓
Speaking/Announcements Opportunity, 15 minute peak time slot							✓
Banner Level Placement on Web & Main Stage							✓
Dedicated VIP Area, Showcased Section or Similar							✓

Sponsorships can be customized to fit the communication and outreach goals of the participant.

*Food Vendors must have their own food permit with the City of Austin.

Our goal is a ZERO WASTE event. Vendor agrees to clean up all materials and help leave the area as we found it. Event will happen regardless of weather. A canopy is recommended. Exhibitors are responsible for providing materials including tables, chairs and canopies. Booth assignments will be made by the exhibit coordinator based on space available, in the order in which applications and full payment are received and in the best interest of the overall event.

Booth Request:

1st Choice: 2nd Choice: 3rd Choice:

Signature: Date:

Please sign application and return with:
 Signed Vendor/Exhibitor Release
 Payment by Check to "Earth Day Texas Austin"
 Or click the appropriate button to the right for online payment:

Payment Amount: \$

Payment Method:

Email to: exhibitors@EarthDayAustin.com or
 Mail to: Austin Earth Day Festival
 P.O. Box 300026
 Austin, TX 78703



Click here to pay online:

- Exhibitor
- Non-Profit Exhibitor
- Food Vendor
- Community Sponsor
- Supporting Sponsor
- Presenting Sponsor
- Premier Sponsor

CLICK BUTTONS for Online Payment Links



Festival Map

Austin Earth Day Festival 2016

a production of



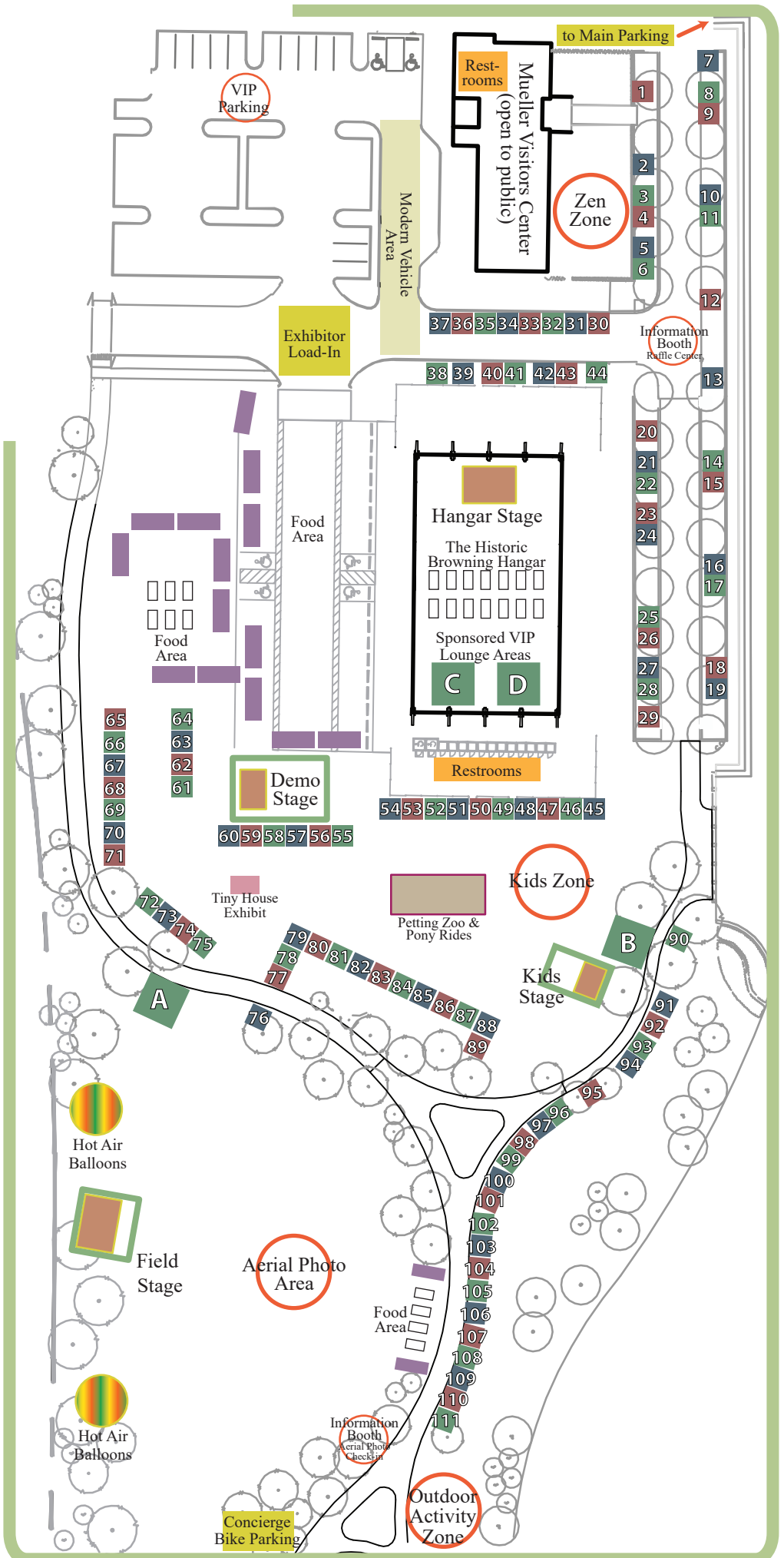
Saturday
April 23rd, 2016
12pm-7pm

The Historic Browning Hangar at Mueller
4550 Mueller Central Dr.
Austin, TX 78723

Load-in is 9am-12pm
(Loading gate closes and event begins promptly at 12pm. Event is a go rain or shine.)

Exhibitors should plan for shade cover. Exhibitors are responsible for their materials, including canopies, tables and chairs. If tables and chairs provided by the festival are used, please return them to the information booth by 7:30pm. Please use weights to secure canopies. Small stakes can be used in some areas. Our goal is a Zero Waste event. Booths 1-29 have access to electricity.

The online version of this map will be updated regularly to show available and taken booths.



VENDOR/EXHIBITOR RELEASE for Austin Earth Day Festival 2016

All exhibitor license applications are subject to approval by Earth Day Texas Austin, Incorporated ("EDTXA"), in its sole discretion. In the event an exhibitor license application is declined, EDTXA will notify the applicant and refund any payment made. Upon completion of the Exhibitor License Terms and Conditions, the applicant shall be subject to the Total Price for the Exhibitor Package Items unless such applicant is declined by EDTXA.

1. EDTXA reserves the right to refuse any/or all requests for an exhibition space. In all cases where EDTXA refuses to license exhibition space to an applicant, EDTXA will return any and all payments received by EDTXA from applicant and shall have no further responsibility or liability to applicant.
2. The electronic copy of this Agreement provided to the applicant (hereafter referred to as "Exhibitor") upon its completion of the registration process will serve as a binding license by and between Exhibitor and EDTXA, to use designated Exhibitor Space for the sole purpose stated in this agreement and subject to the terms and conditions of this agreement.
3. The term of this agreement shall be from the date of submission by applicant until the day of the Event. If Exhibitor is unable to attend the Event for any reason, Exhibitor license Fees will not be refunded or transferred to subsequent years nor will any financial obligation of the applicant or Exhibitor to EDTXA be cancelled.
4. Floor plans and Exhibitor Space assignments are solely at the discretion of EDTXA and are subject to change at any time. Event dates and locations are subject to change and cancellation at any time. Exhibitor requests for Exhibitor Space relocation are subject to EDTXA approval, which shall be at EDTXA's sole discretion.
5. By applicant's submission of this agreement, applicant or Exhibitor and its agents, employees, representatives, volunteers and invitees, agree to abide by and comply fully with all Terms and Conditions set forth herein as well as any additional rules and regulations that may be set out by EDTXA. Failure to comply with same shall constitute default by Exhibitor. Upon the occurrence of any default by Exhibitor, EDTXA may terminate this agreement immediately upon notice to Exhibitor.
6. Exhibitor shall use the Exhibitor Space solely for the purpose of exhibiting products, goods, services, programs, causes, and educational information relevant to conservation, sustainability and related issues and for no other purpose.
7. Exhibitor is strictly prohibited from assigning, sharing or subletting all or any portion of Exhibitor Space (whether in writing or by action). EDTXA reserves the right in its sole discretion to expel any assignee, sublessee from the Event without notice.
8. Exhibitor hereby releases EDTXA, Mueller or Catellus Austin, LLC / Catellus Development Corporation and their respective officers, directors, shareholders, employees, representatives, contract workers, volunteers and agents from all claims, demands, loss, damage or expense, including those personal or bodily injuries or property damages arising out of or in connection with the use of the Exhibitor Space by Exhibitor during the Event. This section shall survive the expiration or termination of this Agreement. In accordance with the laws of the State of Texas, Section 8 of this Exhibitor License Terms and Conditions agreement will not apply to the Independent School Districts of Texas.

9. Exhibitor agrees to indemnify and hold harmless EDTXA, Mueller or Catellus Austin, LLC / Catellus Development Corporation and their respective officers, directors, shareholders, employees, representatives, contract workers, volunteers and agents and any person or entity to which EDTXA, Mueller or Catellus Austin, LLC / Catellus Development Corporation owes a similar duty of indemnification from and against all claims, damages, liens, causes of action, suits, judgments and expenses, including attorney fees, which may arise out of or in any way related to the Event, specifically, personal injury or death, even if caused by the negligence of EDTXA, Mueller or Catellus Austin, LLC / Catellus Development Corporation and their respective officers, directors, shareholders, employees, representatives, contract workers, volunteers and agents. Exhibitor's liability includes but is not limited to personal injury caused by water spills or display breakdowns, property damage to other exhibitors or EDTXA, Mueller or Catellus Austin, LLC / Catellus Development Corporation property, exhibit space or premises or other areas of the Event caused by water spills, leakage or display breakdowns. This section shall survive the termination of this Agreement. In accordance with the laws of the State of Texas, Section 8 of this Exhibitor License Terms and Conditions agreement will not apply to the Independent School Districts of Texas.

10. Exhibitor is responsible for obtaining its own insurance to provide protect for theft and/or damage to Exhibitor's property or products, if desired by Exhibitor.
11. Exhibits must remain completely intact, inside the Exhibitor Space, and the Exhibit must be staffed during scheduled Event hours. Exhibitors arriving late and/or leaving early are subject to expulsion.
12. Exhibitor Space not claimed by the end of the "exhibitor load-in period" of the Event shall be deemed abandoned and revert to EDTXA to be utilized at its sole discretion. In such event, Exhibitor forfeits any and all deposits, fees, payments or other monies theretofore paid or owed to EDTXA.
13. EDTXA reserves the right to move or remove any Exhibitor and/or its representative or exhibit for the good of the Event.
14. Exhibitor is required to remove all waste from the Event area. If Exhibitor does not make a reasonable effort to remove trash, displays and other materials from their Exhibitor Space, Exhibitor may be charged a penalty of \$100 for the removal of trash, displays and any other materials in addition to the actual cost of such removal. Whenever possible, waste should be recycled in the appropriate recycling receptacles. OUR GOAL IS A ZERO WASTE EVENT.
15. EDTXA reserves the right of refusal to prohibit order taking for products and services that do not meet, in the sole opinion of EDTXA, the Event's standards or do not relate to conservation, sustainability or are not deemed eco-friendly.
16. Exhibitors are solely responsible for securing the proper retail permits or licenses and for collection and payment of any/all sales tax related to any orders that may be taken at the Event. Exhibitors shall abide by all applicable federal, state and local laws.

Executed on	
Signature	
Name	
Title	
Vendor/Exhibitor	

Return to:
 Earth Day Texas Austin
 PO Box 300026
 Austin, TX 78703
MUST BE RECEIVED BY April 8th, 2016