



Dear Prospective *Market in the Meadow* Vendor:

The Forest Meadow Junior High (FMJH) PTA will host the 27th annual *Market in the Meadow Holiday Gift Sale* on October 16th and 17th, 2010, at FMJH, 9373 Whitehurst (Mapsco 27A), Dallas, TX 75243. We invite you to apply to become one of the unique, quality vendors that make *Market in the Meadow* a huge success. Over 180 vendors participated in 2009 and again gave the show high marks for organization and vendor hospitality.

Market in the Meadow is a juried show of vendors. Vendors are selected based on the following criteria: quality of merchandise, uniqueness of merchandise, price of merchandise, and booth and display appearance. Past participation is considered, but does not guarantee acceptance in this year's show. In selecting vendors, efforts are made to choose a wide-range of merchandise to allow each vendor the opportunity to maximize sales.

A vendor application including pricing information is attached below. Current photographs of your merchandise and booth display must accompany your application for consideration. Photographs will not be returned. Merchandise samples, although not required for application, are very helpful in the jury process. All samples and photographs should be labeled with your company's name. Samples that you would like returned **must** include return postage or be picked up at FMJH on October 15th between 5:00pm and 8:00pm.

Booth sizes are approximately 100 square feet, but rarely a 10x10 square. While most booths are square or rectangular, some booths (particularly those in the main foyer) are irregularly shaped. Care is given to make sure that the shape allows maximum visibility. **Vendors are required to furnish their own display equipment, including tables, chairs, extension cords, etc.** Electricity is not available in all booth locations. A request for electricity must be made on the application form.

Applications are due **June 30th**. **A Booth Deposit of \$200 is due with your application.** Please make your check payable to FMJH-PTA. We encourage interested vendors to return their completed application with the appropriate materials as soon as possible as the date of receipt may be a decision factor. A vendor jury will be conducted during July to select the 2010 vendors. You will be notified of your status in writing no later than **July 31st**.

If you are a selected vendor, the remainder of your booth fee (if any), a \$25 cleaning deposit, the \$25 food permit fee where applicable and all other paperwork will be due by **August 31st**. The cleaning deposit must be paid by a **separate check** that will be returned to you at the close of the show if you depart before 8:00 pm on Sunday and leave your booth area in the same condition it was when you moved in. Assigned booth spaces are not transferable without the written approval of the show's chairpersons. **Booths are not guaranteed until all fees and forms are received.**

We look forward to hearing from you soon. Please feel free to contact us if you have any questions or need any additional information. **E-mail inquiries are preferred.** Thank you for your interest in our show.

Sincerely,
2010 Market in the Meadow Booth Chairman

Courtney Carvajal
214-952-7959
courtney7810@yahoo.com



Please make checks payable to FMJH-PTA
 Market in the Meadow
 Box 742754, Dallas, TX 75374
 www.marketinthemeadow.com

2010 Vendor Application

Show Dates: October 16th & 17th
 Application Due Date: June 30th
 Acceptance Notification Date: July 31st
 Final Form Due Date: August 31st

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (___) _____ Fax: (___) _____ Cell: (___) _____

Contact Person: _____ E-Mail: _____

Are you a former Market in the Meadow Vendor? ___ Yes ___ No If yes, what year(s)? _____

What other shows have you participated in recently? _____

Location Preference: (Rank 1 through 4 with 1 being your first choice. Booth assignments are made based on the following criteria: previous booth location (if applicable), vendor requests, and type of merchandise. Returning vendors are not guaranteed the same location as a prior year, but will be given additional consideration.)

	<u>If received by 6/30/10</u>	<u>After 6/30/10</u>	<u>Electricity</u>
_____ Entry Foyer & Main Hallway	\$300*	\$325*	add \$10
_____ Main Bldg Hallways & Cafeteria	\$250*	\$275*	add \$10
_____ Gymnasium	\$225*	\$250*	add \$10
_____ Courtyard	\$200*	\$225*	add \$10

Are you interested in a double booth? _____

Merchandise Information (We reserve the right to accept all or part of your merchandise.) Please estimate the percentage for the types of merchandise in your booth (i.e., Gifts 60%, Silver Jewelry 40%):

Children's Apparel	Women's Apparel	Men's Apparel
Art	Books/Music	Christmas
Food **	Gifts	Home Accessories
Gold Jewelry	Silver Jewelry	Costume Jewelry
Handmade Jewelry	Stationery	Toys
Antiques	Purses/Belts	Other

Other: _____

**** FOOD VENDORS:** All vendors selling food will be assessed an additional non-refundable fee of \$25 to cover the costs of obtaining a Temporary Food permit and shall be required to comply with all City of Dallas Food Protection requirements. Please signify your agreement to comply with all such requirements by signing below:

Signature: _____ Date: _____

PLEASE SEE NO. 19 OF THE RULES AND GUIDELINES FOR FURTHER INFORMATION.

Price range of merchandise: _____ Do you need electricity? ___ Yes ___ No

If yes, what are your specific electrical needs? _____

A donation to the raffle is strongly encouraged and appreciated.

Are you willing to make a donation for the raffle benefiting FMJH PTA? ___ Yes ___ No

If yes, what do you plan to donate and what is the value? _____

Please make checks payable to FMJH-PTA

Market in the Meadow, Box 742754, Dallas, TX 75374

www.marketinthemeadow.com



RELEASE FORM

I, the undersigned, agree to abide by the Rules and Guidelines as herein stated. I further agree not to hold the Forest Meadow Junior High or the Forest Meadow Junior High PTA liable for any personal injury or any loss or damage sustained to equipment or merchandise during the operation, set-up or dismantling of the Market in the Meadow Holiday Gift Sale to be held in the Forest Meadow Junior High School building and on the school grounds at 9373 Whitehurst, Dallas, Texas 75243, on October 15, 16 and 17, 2010.

Name (Please Print) _____

Business Name _____

Signature _____

Date _____

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