



Running for the Arts 5K & ArtFest Vendor Invitation



The Spring Branch Education Foundation (SBEF) is hosting the **Running for the Arts 5K & ArtFest**, a family-friendly community event, on Saturday, May 6, 2017 at the Altharetta Yeargin Art Museum. Running for the Arts 5K & ArtFest will feature a competitive 5K race, Kids K fun run, vendor marketplace, food trucks, kids' activity zone, live musical entertainment, and much more! Proceeds from the event will directly support the Spring Branch Independent School District's ARTS Partners Program and the SBISD Health Fitness Program. The ARTS Partners Program provides cultural art experiences for all

SBISD students while SBISD's Health Fitness Program educates students on the best way to live a healthy lifestyle.

For the first time this year, we are inviting vendors selling handmade goods or representing an arts-related cause to be a part of the Running for the Arts 5K & ArtFest. This juried show can accommodate 100 vendors. The vendor marketplace will be located in the parking lot next to Westchester Academy. There are no covered areas or access to electricity. Vendors must provide their own tent, tables, chairs, generator (if electricity is required), etc. Each vendor booth is 12x12.

REGISTRATION INFORMATION

To apply for a vendor booth, please complete and **return the Registration Form by April 21, 2017**. Completed applications may be emailed to Melissa Houser at melissa@positiveforce.com. Please include two (2) high-quality photos showing a sample of the goods you intended to sell. Photos should be no larger than 1M in file size.

Only handcrafted or artisan goods will be allowed for sale. Resale or third-party items will not be permitted (i.e. Scentsy, Pampered Chef, Mary Kay, etc.). If you have a question regarding whether your items are considered handcrafted, contact Melissa Houser at melissa@positiveforce.com or 713-344-3451. Arts-related businesses/organizations will be allowed to set up a booth to promote their business or cause. Spring Branch ISD schools and/or school organizations will also be allowed to sell school merchandise (i.e. Booster Clubs, PTAs, sports teams, etc.). If you are approved as a vendor and found selling resale or third-party goods at the event, you will be asked to remove those items from your display and will not be allowed to participate in future Running for the Arts 5K & ArtFest events.

Vendors must be unloaded no later than 7:30 a.m. as the streets surrounding the event site will be closed to traffic at that time. Vendors must set up and ready to sell by 8:30 a.m. If you need help unloading, volunteers will be on-site from 6:00-7:30 a.m. Complimentary, off-site parking will be available. The festival will end at approximately 1 p.m. Volunteers will be available to help you load your vehicles after the festival ends.



RUNNING FOR THE ARTS 5K & ARTFEST REGISTRATION FORM

Please provide the following information **by April 21, 2017****.

Vendor Name and/or DBA: _____

Address: _____

City, State, Zip: _____

Website Address: _____

Email: _____ Cell: _____

Email two (2) high-quality photos showing a sample of the items you intended to sell to Melissa Houser at melissa@positiveforce.com. Photos should be no larger than 1M in file size.

A brief description of your items/business:

Booth Rental Fee:

_____ 12 x 12 space \$50

If paying by credit card, please complete the following information and return by email to Melissa Houser at melissa@positiveforce.com. Forms may also be faxed to 888-778-1413.

Name on Card: _____

Account Number: _____ Expiration: _____

Billing Address: _____ CVV Code: _____

If paying by check, please mail registration form and check (made payable to Spring Branch Education Foundation) to: SBEF, 955 Campbell Road, Ste. 206, Houston, TX 77024.

****Applications postmarked after April 21, 2017 will not be accepted.**

Please contact Melissa Houser at melissa@positiveforce.com (713-344-3451) or Cece Thompson at cecilia.thompson@springbranchisd.com (713-251-2279) with any questions.