



## CRAFT SHOW RULES AND REGULATIONS

1. All exhibited items are subject to approval. The Indianette Service Organization (ISO) and officials reserve the right to refuse admission to any dealer/vendor.
2. No refunds will be issued after 9/1/23. After 9/1/23, a vendor may sell his/her booth space; notification of such a change must be made in writing and approved by the Craft Show Director.
3. Collecting, reporting and payment of sales tax are the sole responsibility of the vendor.
4. Vendors selling food items (jams, jellies, preserves, popcorn, nuts, baked goods, juice drinks, etc.) must follow all safety guidelines and secure required permits set forth by Tarrant County Health Department. Contact Tarrant County Environmental Health at 817-321-4960. All permits will need to be on-site with vendor.
5. Booth spaces are approximately 10 feet wide X 6 feet deep. Vendors shall display and sell within the confines of his/her designated area.
6. Tables are not provided; One chair per booth will be available for each space.
7. We do not have resources to allow vendors to set up on the Friday evening before the show opens on Saturday morning. Vendors are expected to participate in both days of the show. A vendor will be considered a NO SHOW if he/she has not arrived by 10:00 am on Saturday or noon on Sunday. At that time, the booth space may be released for resale. No refund will be given in this circumstance. If booth space is empty, it is not to be retained by another vendor without permission from the Craft Show Director.
8. Vehicles may not park in the fire lane after loading/unloading supplies.
9. Setup and breakdown times will be strictly enforced. Registration and set-up will begin at 6:00 am on Saturday morning. Breakdown will not begin until the end of the Craft Show on Sunday at 4:00 pm. Breakdown and pack your exhibit before bringing your vehicle into the fire lane for loading. Due to liability reasons, the Keller Indianettes are NOT allowed to assist vendors in moving their products. This includes both setup and breakdown.
10. Vendors shall not bring upon or distribute on the grounds of Keller High School any political, religious, handbills or solicitous materials without the consent of the Craft Show Vendor Director. The Indianette Service Organization (ISO) reserves the right to restrict the sale, display or distribution of any printed materials, photographs, books, magazines, pictures, paraphernalia, or other representations to maintain a proper moral and wholesome environment.
11. Any vendor approved for electricity is required to bring their own extension cords. These cords need to be a minimum of 20 feet. Extension cords will not be provided by the ISO. In addition, outlets cannot be used by vendors unless they officially requested and were approved on their Craft Show Application.
12. Nails, tape, or anything that will mar the walls/floors of the school may not be used.
13. WIFI is available on premises. Passwords will be distributed to vendors at check-in.
14. Booth space cannot be used for games, skill, raffles, lotteries, palm readings or such actions or any purpose related to carnivals. In addition, the following will not be allowed for any reason: alcoholic beverages, amplifiers, lit candles, or the sale of animals.



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15. The Indianette Service Organization (ISO) hires overnight security on Saturday evening. However, any items left on the premises of Keller High School is done so entirely at the risk of the exhibitor. Keller ISD and the ISO will not assume responsibility of any kind.
16. Vendors will leave their exhibit space clean, and trash disposed of in trash cans.
17. Only two of the same national vendor displays are permitted at the show, unless prior written notification or a link is provided by that company's corporate office stating only one booth is allowed to exhibit.
18. If the reservation payment for the 2023 craft show has not been received by May 1, 2023, the vendor's space will be released to the public.
19. Keller ISD, its employees, and the ISO will not assume responsibility in the event of injury, accident, damage, or theft. The vendor's signature on the Indianette Craft Show Application Form releases the parties above from all liability, injury and or damages.
20. If you have a problem at the Craft Show, please contact our team located at the North/Back entrance of the school. We are here to ensure a safe event for all parties concerned.