

January 12, 2010

Dear Heritage Jubilee Vendor:

The Terrell, Texas 29th Annual Heritage Jubilee is scheduled for April 17 & 18, 2010. We would like to say thanks for your support and invite you to participate. We, the Heritage Jubilee chairmen, are being very selective with our invitations and are striving to make this year's Jubilee the best ever. You have received this letter because you are a previous vendor or have been highly recommended to us. We hope you will accept our invitation to participate. Join us in our pursuit of the best Jubilee ever in Terrell, Texas. You have been selected to be one of our first guests invited to participate.

A copy of last year's schedule is included to give you an idea of the activities that will be going on during the Jubilee.

Show hours are 9 AM to 5 PM on Saturday and 10 AM to 5 PM on Sunday.

If you accept our invitation and plan to join us this year, please fill out the attached contract, returning it no later than March 5, 2010, along with a photograph of your display booth (no vendor will be allowed to participate without a picture submitted). You will be assigned a vendor space when we receive your contract. If your response is not received by the deadline another vendor may be invited to ensure a good number of participants. Payment in full must be received with your contract. Complete all information on the contract.

Please read the enclosed guidelines carefully. If you require further information, please contact the Terrell Chamber of Commerce Convention & Visitors Bureau (972-563-5703).

Sincerely,

Christina Hinojosa,  
Heritage Jubilee Co-Chairman

Natalie Gandy,  
Heritage Jubilee Co-chairman

P.S. If you are unable to attend this year, mark your calendar for the 30<sup>th</sup> Heritage Jubilee on April 16-17, 2011.

## TERRELL HERITAGE JUBILEE GUIDELINES/INFORMATION

Please read and follow the guideline shown below. We believe your full cooperation along with extra effort by us will save everyone from having unnecessary complications.

### General Information

1. Cost of booth space is \$50.  
Electricity (limited and on a first come, first serve basis) is \$10 (110V)  
  
Your entire booth operation, including ropes, tent pegs, etc. must fit into your 12' x 12' space. You may purchase another full space if you feel you need the extra space. There is no discount for multiple spaces. You will be charged accordingly. Please clearly state your need on your contract.
2. Arts and Crafts are open to any artist or craftsman showing and selling their own work. Please provide a brief description on the contract and include a photo. Vendors may not sell drinks or food in the Arts and Crafts area.
3. All exhibits must be in good taste and suitable for family viewing.
4. Many spaces are not shaded. Be prepared to provide yourself with shelter from the elements.
5. Setting Up/Taking Down:  
Vendors may check in during designated check-in times:  
    Friday, April 16 – 2 PM – 7 PM  
    Saturday, April 17 – beginning at 6 AM  
No changes will be made in any vendor location without the approval from the Heritage Jubilee Chairperson. Each vendor must provide everything necessary for the display and sale of their work (tables, tools, etc.). Vendors may begin closing for business at 5 PM each day.
6. Electricity is available for some spaces. Be prepared to provide your own cords. No vendor may have more than one electrical outlet per booth. No auxiliary power source will be permitted in the arts/crafts area.
7. Police security will be provided on Friday and Saturday nights. The Heritage Jubilee Committee and the Terrell Chamber of Commerce/CVB will not be held responsible for theft or loss.
8. Loading and unloading area will be designated. After unloading, no vehicles will be allowed in the vendor area. There will be designated vendor parking.
9. Enclosed is your contract. Please complete and mail or fax (if you are using a credit card, MasterCard, VISA or DISCOVER, for payment) to the Terrell Chamber of Commerce

Convention and Visitors Bureau office no later than March 2, 2009. Registration received after that will be assigned space upon availability. Retain a copy of the contract for your record. All information/correspondence may be made to the Terrell Chamber of Commerce/CVB, Box 97, Terrell, TX 75160, 972-563-5703 or 972-563-2363 (fax).

10. The Heritage Jubilee will not be canceled. **Rain or shine, we'll be here!** Refunds will not be made during Jubilee weekend.
11. There will be designated parking lots for vendors as well as visitors to the Jubilee. Police will direct traffic. The road through the park will be closed to through traffic and limited to Jubilee use. Handicap parking for visitors will be at the armory.
12. Port-a-lets will be provided for your convenience.
13. Other events include:
  - ◆ Car Show on Saturday at the Armory Parking lot
  - ◆ Barbecue Cook-off on Saturday
  - ◆ Dog Show on Saturday
  - ◆ Quilt Show on Saturday and Sunday inside the Armory
  - ◆ Book Sale on Saturday and Sunday
  - ◆ Carnival Thursday through Sunday
  - ◆ And more!

#### **RV Information**

Free **limited** parking for motor home, camper trailers and other vehicles is available in designated areas. Only self-contained vehicles are allowed. You may park anytime beginning at 5 PM on Wednesday, April 14, 2010. You must check in at the chamber office for directions to parking. Be sure to indicate on the contract the type and size of vehicle/trailer that will require overnight space. Three RV parks are now available in Terrell.

**Notice:** Terrell Chamber of Commerce Convention & Visitors Bureau and the Heritage Jubilee Committee reserves the right to screen and reject anything felt not to be in the best interest of the show.