Trinity Flyfest Vendor Application

Please type or clearly print all information. Only complete applications will be considered.
You will need to complete one application for each booth.

Trinity Flyfest invites you to apply to participate in the 12th Annual Flyfest to be held at the Clear Fork of the Trinity River on March 13, 2027. We are seeking vendors that offer items that will contribute to the "Fly Fishing" and outdoor sports vibe of the event. Items such as fishing equipment, outdoor gear, guided fishing tours, camping supplies, etc and non-profits with like causes.

Please follow all application instructions carefully and note that the **deadline for submitting** the application for Trinity Flyfest is midnight, January 31, 2027. Applications postmarked (or emailed) by January 31, 2027, will be considered on time. All applicants will be notified by email with a letter of acceptance or non-acceptance within 7 business days of receipt of application.

Important Dates:

- January 31, 2027 — Application Deadline
- February 13, 2027 — Booth Fees, Insurance Certificates and Signed Permit Due
- March 13, 2027 — Trinity Flyfest

For Vendors that have been selected, Festival Date & Times:

Load In:	Friday, March 12, 2027	12:00 PM to 5:00 PM – (overnight security)
Or	Saturday, March 13, 2027	6:00 AM to 8:00 AM - **VENDORS CANNOT LEAVE BEFORE 5:00 PM**
Event Hours:	Saturday, March 13, 2027	9:00 AM to 5:00 PM
Break Down:	Saturday, March 13, 2027	5:00 PM to 8:00 PM

Location:
Clear Fork of the Trinity River located near the intersection of Bryant Irvin Road and River Park Drive
(Specific location maps will be provided)

Policies:

- Final booth assignments are made at the discretion of Event Management and will be available on the day of check in.
- Set up is at your leisure but must be completed within the times listed above.
- Vehicle must be moved to the parking lot no later than **1 hour prior to gates opening.**
- Vehicles are not allowed on the event site at any time during event hours.
- Booth break down will commence at 5:00 PM or upon notification by Event Management or Law Enforcement officer.

Submission Instructions: (Note: Submission of application does not guarantee acceptance of placement.)

- Complete the application form attached
- Include sample product and booth set up images
- Email completed application and images to Lyndsey.Law@trwd.com by midnight on **January 31, 2027**.
- You will be notified that your application has been received within 7 business days of receipt of application.
- References may be requested.

Trinity Flyfest is an outdoor event and there are no refunds for inclement weather.

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VENDOR INFORMATION

Name: (First, Last) _____

Co-Applicant Name: (First, Last) _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Website: _____ Email: _____

Business Phone Number _____ Applicant Cell Phone: _____

Emergency Contact: _____ Emergency Phone: _____

Flyfest On Site Contact Name: _____ Cell: _____

Information provided about Flyfest to include but not limited to: booth location, times, fees, etc. are subject to change at TRWD's discretion. Vendors will be notified of any changes to Flyfest immediately upon approval of Flyfest staff.

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VENDOR NEEDS AND FEES. Please complete all information for booths to be considered.

You will need to complete one form for each booth. List what your needs are anticipated to be and Event Management will consider these requests and include what will be provided in final agreement. If the space allowed is insufficient, please provide all necessary information on a separate sheet of paper and attach. Please use additional sheets if you have more than one booth. Vendor Fees are non-refundable.

Vendor Name: _____

Booth or Trailer? _____

*Trailers are only accepted on a limited case by case basis.

Trailer Dimensions

This needs to match the pictures you attach.

_____ X _____ X _____

WIDTH DEPTH HEIGHT

Provide a description of your items sold here:

_____

List what your needs are anticipated to be and event staff will consider these requests and include what will be provided in final agreement. If the space allowed is insufficient, please provide all necessary information on a separate sheet of paper and attach. Please use additional sheets if you have more than one booth. Provide photo of booth set up with this application for Event Management to review and approve or deny set up. See fee structure below.

Vendor Space fee just covers your booth spot. Fee DOES NOT include tent, electric, tables or chairs.

DESCRIPTION	YES or NO	QTY NEEDED	FLYFEST FEES TO VENDOR
Non-Profit* – 10x10 Space (Provide Own Branded Tent)			$100 each location = One booth space
Commercial Vendor 10x10 Space (Provide Own Branded Tent)			$200 each location = One booth space
** You must select one of the above**			
10X10 Tent			$150 each
110V/30AMP (Quad Box)			$100 each
8’ Table			$20 each
Chairs			$5 each

*NOTE: Non-Profits must provide proof of 501C3 and offer items that will contribute to the “Fly Fishing” and outdoor sports vibe of the event.

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You MUST initial next to each item in the space provided indicating you understand and agree.

_____ Submission of an application does not guarantee acceptance.

_____ Vendor Fees are Non-Refundable.

_____ Event hours: Saturday, March 13, 2027 9:00 AM to 5:00 PM

_____ If accepted, you are required to stay open during all festival hours. **VENDORS CANNOT LEAVE BEFORE 5:00 PM**

_____ Trinity Flyfest will go on RAIN or SHINE. There are no refunds for inclement weather.

_____ All vendors will accept cash and credit.

_____ TRWD will not assume responsibility for damage or theft of your property.

Upon acceptance to Trinity Flyfest, your set-up will take place on:

Friday, March 12, 2027, 12:00 PM to 5:00 PM or Saturday, March 13, 2027, 6:00 AM to 8:00 AM.

_____ Upon acceptance to Trinity Flyfest, vendors are required to provide the following insurance:

General Liability - $1,000,000 per occurrence, $2,000,000 aggregate

Insurance Certificates must be received by the District's Risk Management Department 30 days prior to the event and must contain the following:

TRWD named as additional insured

TRWD to be named as certificate holder at the following address:

Tarrant Regional Water District,
Attn. Risk Management
804 E Northside Drive,
Fort Worth, TX 76102

Acme Brick Company to be named as certificate holder at the following address

Acme Brick Company
P.O. Box 425
Fort Worth, TX 76101

Streams & Valleys to be named as certificate holder at the following address

Streams and Valleys, Inc
2918 Wingate Street
Fort Worth, TX76107

_____ Email Application to: Lyndsey.Law@TRWD.com

My signature acknowledges that I will be present, and my booth will be open and staffed during all festival operating hours of Trinity Flyfest. I agree to follow all rules and regulations set forth by festival staff and understand that failure to do so can result in immediate expulsion without refund. I acknowledge that the following are prohibited: pets, illegal substances or weapons at my booth or vehicle during the festival.

Signature: _____ Date: _____

Check List: ALL of these items must be included for your application to be considered.

☐ Completed and Signed Application ☐ Pictures of Booth and Sample Pricing Attached

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