

**Round Rock Chalk Walk Arts Festival**

**October 4 - 5, 2019**

**Location**Dell Diamond, 3400 East Palm Valley Boulevard

Round Rock, Texas 78665  
  
**Contact**

Scot Wilkinson, City of Round Rock Arts and Culture Director, [chalkwalk@roundrocktexas.gov](mailto:chalkwalk@roundrocktexas.gov)

Website: [www.chalkwalk.org](http://www.chalkwalk.org)

Phone: 512-671-2705  
Event Dates: 10/4/2019 - 10/5/2019  
Early Bird Application Deadline: 8/2/2019 Midnight CST   
  
**Requirements**  
On-line Application

Images: 3 (pictures of what you are promoting/selling is required)   
Fee (Chalk Walk Application Fee for all Artists/Vendors): $25  
You can submit up to two (2) applications   
  
**Event Summary**

The Round Rock Chalk Walk Arts Festival is Round Rock area’s largest and most prestigious festival, drawing over 40,000 people annually to this free event during the first weekend in October. Round Rock Chalk Walk Arts Festival features hundreds of artists, vendors, sponsors, local and regional musicians, theatrical performances, foods and drinks, and a children’s area with performances. Round Rock Chalk Walk Arts Festival is located at Dell Diamond in Round Rock, Texas, where artists and vendors exhibit, showcase and sell their work. Implemented by Round Rock Arts ([www.roundrockarts.org](http://www.roundrockarts.org)) and now sponsored by the City of Round Rock Arts and Culture, Chalk Walk Arts Festival is a showcase for a large variety of fine art, fine crafts and other vendors and provides patrons with the opportunity to meet and talk with who created the work. Chalk artists creating street paintings, daily live entertainment with Friday and Saturday night concerts make for a perfect weekend at Dell Diamond!  
  
**Festival Hours**Friday, October 4, 2019: 5:00 pm – 11:00 pm

Saturday, October 5, 2019: 9:00 am – 11:00 pm

**Artist/Vendor Hours (open to the public)**

Friday, October 4th: 5:00 pm - 10:00 pm

Evening activities include live music performances. All concessions at Dell Diamond will be open during the concerts. We ask that you stay open with your booth until 10:00 pm.

Saturday, October 5th: 9:00 am - 7:00 pm

Evening activities include live music performances. All concessions at Dell Diamond will be open during the concerts. Artists/Vendors will tear down/strike at 7:00 pm. No vehicles/trailers will be allowed to be moved toward Dell Diamond until after the concert.

**Load-in for all Artists/Vendors (Load in hours are strictly enforced.)**

Friday, October 4: 9:00 am to 3:00 pm - *Open for business by 4:45 pm*

Last minute setup/emergencies occur on Saturday, October 5: 7:00 am to 8:30 am. *Open for business by 9:00 am.*

Artists/Vendors are required to stay for the duration of the festival, as well as setup and breakdown within the allotted times. Early pack-up is not permitted.

**Dell Diamond**

Dell Diamond is the home [stadium](https://en.wikipedia.org/wiki/Stadium) of the [Round Rock Express](https://en.wikipedia.org/wiki/Round_Rock_Express), the [Triple-A](https://en.wikipedia.org/wiki/Triple-A_(baseball)) [Minor League Baseball](https://en.wikipedia.org/wiki/Minor_League_Baseball) affiliate of the [Houston Astros](https://en.wikipedia.org/wiki/Houston_Astros) major league [baseball](https://en.wikipedia.org/wiki/Baseball) team. Dell Diamond is built on 85 acres of former farmland on the east side of [Round Rock](https://en.wikipedia.org/wiki/Round_Rock,_Texas). [Nolan Ryan](https://en.wikipedia.org/wiki/Nolan_Ryan) and his son [Reid Ryan](https://en.wikipedia.org/wiki/Reid_Ryan), part owners of the Express, found Round Rock an attractive site with support from the city leadership. The city owns the ballpark and gave the Express a 38-year lease. Local-based computer technology company [Dell](https://en.wikipedia.org/wiki/Dell) contracted for naming rights. <https://www.milb.com/round-rock/ballpark/faqs>

**Layout and Location**

All artists/vendors will be located along and under the concourse at Dell Diamond. A table and two chairs will be available for use. Booths are to be decorated and professionally displayed for visitors during the festival with product balance, uniqueness and appeal of booth and attractiveness of display.

**Definitions**

Artist Vendors are artists selling art (**ceramics, fiber, glass, jewelry, metal, sculpture, garden art, painting, drawing, 2D mixed media, photography…).**

Vendor booths are considered all types of **crafts for the senses** (handmade products, candles, soaps, f**ibers,** embroidery, w**earables, leather,** clothes, scarves, hats, bags, belts, shoes, f**urniture…).**

Commercial booths are considered to be small to medium type businesses selling or promoting products.

Non-Profit organizations must be able to show their IRS tax exempt status and their sales tax identification number.

**Jury and Selection Process**Approximately 130 artists/vendors will exhibit at Round Rock Chalk Walk Arts Festival.  130 potential slots will be determined through a jury process. Round Rock Chalk Walk is looking for creative, interesting and original type products and booths.

**Fees**A non-refundable jury fee of $25 is required for each entry form/category submitted. Must be paid through the website [www.chalkwalk.org](http://www.chalkwalk.org) using Eventbrite services. No refunds once submitted. All artist/vendor booth fees are due upon submission of entry into Round Rock Chalk Walk Arts Festival. If needing to pay by check, please notify City of Round Rock Arts Director at [chalkwalk@roundrocktexas.org](mailto:chalkwalk@roundrocktexas.org)

**Notification**  
An official email will arrive to the email address provided from Round Rock Chalk Walk Arts Festival Director upon completion of submitted entry. This email will tell all artists/vendors of their acceptance or denial into the festival.

**Electricity Fee - $20**  
Electricity is limited and on a first-come first-serve basis and must be accompanied with booth fee.

Those needing electricity must provide certified extension cords and ensure that appropriate safety methods are utilized to prevent festival goers and those manning the booth from tripping on power cords.

Only 110 amp is available.

Generators are not permitted.

**Cancellation Deadline**Accepted artists/vendors who decide not to participate may get a partial (50%) refund fee if the request is made by email on or before August 30, 2019.  
No refunds after August 30, 2019.

**Artists and Vendor Amenities**

Covered concourse area for all artists/vendors during the festival

Easy-In/Easy-Out for Artists/Vendors at Dell Diamond

Artists are invited with free tickets to the Friday and Saturday concerts

Artist Hospitality Area with morning and afternoon snacks, chilled water

Event Guide with map, artists names and booth locations

Wi-Fi Available – please bring your own hot spots

ATM's located at Dell Diamond

Festival T-Shirt to all Artist/Vendors

An On-Site Weather Monitoring and Communication System

24 Hour Security and Round Rock Police

Host Hotels with Artist Rates

Advertised to state and regional audiences

Free Admission and Free Parking to all participating artists/vendors

**Rules and Regulations**   
The following policies and rules have been established by Round Rock Chalk Walk Arts Festival to ensure the quality and integrity of the show. Round Rock Chalk Walk Arts Festival, City of Round Rock and Dell Diamond considers its enforcement of these rules our exclusive right and responsibility.

**Application Information and Process**

* Exhibition in previous festivals does not guarantee acceptance.
* Artists may only exhibit and sell the type of works that has been juried.
* Please provide accurate contact information. If you are not the one setting up this booth, please give us the name, email address, and cell phone number of the person who is setting up so we can ensure that the artists/vendor receives important information.
* Double booths are very limited and will be available on a first-come, first-served basis. Additional fees will be applied.
* Specialty or Corner booths are assigned by the City of Round Rock Arts and Culture Director.
* Booth sharing is allowed. Artists/Vendors may share booths but must be approved through the application process.
* Submitted application and signature on the Artist/Vendor Agreement (for those invited) confirms acceptance that noncompliance can result in expulsion from the current Round Rock Chalk Walk Arts Festival and ineligibility to exhibit for a period of at least two years. If an artist/vendor is removed from the show for noncompliance of the rules, no booth fee refund or compensation will be made.
* It is the work of the artist/vendor that is juried; therefore, any change will require approval from the City of Round Rock Arts and Culture Director before the show. The jury committee or festival staff reserves the right to refuse exhibition of work that is not consistent with the submitted images. It is in your best interest to be as detailed and complete in your application.
* City of Round Rock and Dell Diamond reserve the right to ask that inappropriate materials, signage, and activities be removed from your booth space. Failure to do so may result in removal of your booth without a refund of your entry fee.
* Round Rock Chalk Walk Arts Festival is a family friendly event. Ensure that all exhibits, signage, and visuals are appropriate for a family centered event.
* All artists/vendors are expected to leave a clean space after teardown. Please remove all trash located in your assigned area by throwing away trash in designated containers.
* City of Round Rock and Dell Diamond is not responsible for any loss or damage of items contained or associated with your business or paid booth space prior to, during, or after the event. You are responsible for any damage to exhibit grounds caused by actions of those manning your booth.

**Prohibited substances and activities**

* Chalk and chalk products (chalk is sold during the festival and can be used at designated areas).
* Silly string or Confetti in any form, including cascarones eggs.
* Water balloons.
* Handing out literature beyond your booth space.
* Foods or Beverages of any type, including free water. Dell Diamond will be responsible for

selling concessions during the festival.

* Unwrapped and homemade food is prohibited due to Department of Health requirements.
* Only service dogs may be part of a booth unless other animals have been preapproved as part of the booth’s function, such as petting zoos. All service dogs must be on leashes or some other form of restraint. All waste material and other related refuse associated with these animals must be cleaned up and disposed of regularly for the health and safety of all festival goers.
* Smoking and tobacco use is prohibited in artist/vendor booths and festival grounds.
* Amplified or acoustical sound and music may not be broadcast from booths if the sound level interferes with the business conducted in neighboring booths or the music provided by the festival planners.
* Alcohol may not be brought into Dell Diamond or taken outside of festival grounds.
* All Dell Diamond rules, regulations and amenities will be enforced.

**Fire Marshall**

The Fire Marshall will walk the festival grounds at Dell Diamond and inspect all artist/vendor areas of the festival.  The Fire Marshall will look for fire extinguishers and no smoking signs (if appropriate) and clear pathways.  The Fire Marshall also looks for appropriate electrical cords (secured to the ground, correct gauge, etc.). Please always follow parking and fire lane rules (even when unloading/loading).

**Chalk Artists Work**

Be aware of the artists’ works on the street around Dell Diamond. If your staff member or volunteer runs over artists’ works, you may be asked to leave the festival and pay for damages.

**General Information**

* Artists must comply with all safety requirements and vehicles must be parked only in designated areas. Noncompliance will result in your ineligibility to participate in future festivals.
* Participating artists/vendors will be responsible for collecting and paying current Texas sales tax on all sales made during the show and report them as being sold in Round Rock, Texas.
* Artists are responsible for proper insurance and protection of work and set-up. The City of Round Rock and Dell Diamond will not be responsible for damage to work or set-up for any reason (including Acts of God).
* All hanging work must be suitably framed or professionally finished. Prints must be appropriately matted and must be displayed in a suitable portfolio or on a stand.
* If the City of Round Rock or Dell Diamond is required for reasons beyond its control to postpone, shorten or cancel the Round Rock Chalk Walk Arts Festival, no artist/vendor shall have any right or claim for any damages whether direct, indirect or consequential, or any other kind, arising or alleged to arise by reason of postponement or cancellation of the event.
* No refunds or preferred treatment can be made for inclement weather or any other causes not in the control of the City of Round Rock or Dell Diamond.

**Booth Information and Check-in**

* A picture ID is required at artist/vendors check-in by all artists (including partners) accepted to exhibit. Artists/Vendors may NOT set-up or have their booth set-up until they have provided proof of their presence.
* All Artists/Vendors must be on-site during the entire Round Rock Chalk Walk Arts Festival. The Festival reserves the right to check ID each day of the show to ensure the artist(s) is present.
* Artists/Vendors will receive your artist/vendor packet at check-in. Inside you will find a survey sheet that must be filled out and returned before you load-out on Saturday evening.
* Artists are provided with approximately a 10' x 10' space under the Dell Diamond concourse, with one (1) 8’ foot table and two (2) folding chairs.
* Booth assignments are made at the discretion of the City of Round Rock Arts and Culture Director.
* Check-in begin at 9:00 am - 3:00 pm on Friday, October 4.
* Artists/Vendors must park and unload from the parking lot and carry in items to booth area. No vehicles may park and unload in fire lanes. Artists/Vendors then need to move your vehicle to designated park area and set-up at your leisure. If additional Saturday morning setup is required, the setup must be finished by 8:30 am.
* All artist/vendor booths are located in the concourse areas at Dell Diamond. Artists/Vendors must stay within the perimeters of the assigned booth and avoid interference with other booth spaces.
* We are unable to move your space once the location has been assigned. We appreciate you and your booth partners assistance us in this matter.
* Bring wheeled carts for load in/out. None are available otherwise.
* Do not move event boundaries (saw horses, fencing, tape, etc.) without Event Staff assistance. Artists/Vendors may be asked to leave the festival if is boundaries are moved, and fees will not be refunded.
* All artists/vendors must provide its certified extension cords, equipment, hanging systems and staffing and meet all safety requirements.
* All artists/vendors are responsible for assuring safety and security in and around your booth in a manner that minimizes risk, injury, or hazards to you or the public.
* Booth space should be clean, neat, and presentable during the event.
* All stock, boxes, and personal items will be kept out of sight.

**Awards**

Awards will be announced and given to the Bes of Show, Creativity of Booth Design and Community Award. Judges will walk the concourse on Friday after the festival begins and awards will be announced on Friday evening.

**Parking**All vehicles must be parked in the designated parking lot at Dell Diamond. All RV’s, unhitched trailers or artist/vendor vehicles of all kind must be parked in designated areas. For more parking details go to: <https://www.milb.com/round-rock/ballpark/directions-and-parking>

**Tear Down/Strike**

Tear Down/Strike is on Saturday, October 5th starting at 7:00 pm.

Clean up includes removing all items, chalk, tape, paper, garbage, blocks, rocks, food, bottles etc. In other words, leave the space in the condition in which you received it. You must check out with the Event Staff upon leaving. Please check out with artist/vendor coordinator before leaving.

If you leave early or do not follow festival rules, you will not be welcome to apply for future shows.

**Safety**

There is a first aid station at Dell Dimond. Location will be provided on the day of the event. All vendors are encouraged to be safe and exhibit a positive and family friendly attitude. Any safety issues should be reported to someone wearing an EVENT staff shirt.

**Requirements Specific to Non-Profits**

Non-profits must provide information about a specific type of activity for attendees within your booth space. It is expected that non-profits will provide the stated activity as your application was approved based on the activity.

**Indemnification**

All artists, vendors, nonprofit, commercial and participants must sign an indemnification clause. The City of Round Rock and Dell Diamond is not responsible for any injuries. The City of Round Rock and Dell Diamond is not responsible for lost, damaged, or stolen property.

**Rain or Shine Event**

The Round Rock Chalk Walk Arts Festival at Dell Diamond is a rain or shine event. No refunds. All sales final.

**Contact**

Scot Wilkinson

City of Round Rock Arts and Culture Director

chalkwalk@roundrocktexas.gov

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