

St. Albert's Holiday Craft Fair

November 18, 2017

NEW Vendor Application Form

NAME: _____ PHONE: _____

E-MAIL ADDRESS (required) _____

ADDRESS _____

PLEASE DESCRIBE YOUR ITEMS FOR SALE _____

If possible, please include picture(s) that represent the products you are interested in selling. If you add any items to your booth not listed on this application, please check with the event coordinator first to avoid duplication among vendors.

An 8 foot table is provided, (no linens), and a few limited spaces have electrical outlets.

DO YOU NEED AN 8' TABLE? Yes _____ No _____ CHAIRS? 0 1 2
(circle one)

If accepted into the event, the fee is \$65 for a single space, payable upon acceptance into this event.

~ TURN TO OTHER SIDE TO COMPLETE APPLICATION! ~

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For Office Use Only

Date/time Received _____

Notes _____

Amount Received _____

Booth Location _____

Confirmed _____

St. Albert the Great Holiday Craft Fair 2017 Vendor Agreement

1. By my signature below, I agree to abide by the rules and policies set forth in this application.
2. I agree to be set up 15 minutes before the show begins and to not tear down until closing time.
3. I will not transfer my booth to another vendor.
4. I agree not to use tape, nails, screws, tacks or pins on walls/floors of the facility.
5. I agree to park at the back of the parking lot, after unloading to allow shoppers front row parking during business hours of the fair.
6. I grant permission to St. Albert's to use photos of my booth for publicity purposes without compensation.
7. I will have a professional appearance to my booth.
8. I agree not to sell or display any inappropriate merchandise at the event.
Determination of what is inappropriate will be a the sole discretion of the Holiday Craft Fair Organizer. No flea market or yard sale items permitted.
9. The Holiday Craft Fair Organizer reserves the right to remove and/or deny future application to any vendor who exhibits improper behavior toward St Albert's staff, patrons, or other vendors.
10. All proceeds from the sales of my product are entirely mine and I am entirely responsible for collecting and remitting any applicable sales tax.
11. I am fully responsible for my booth and exhibited personal property.
12. I will keep my booth space clean and at the conclusion of the event, pack up promptly and leave no mess behind.
13. I agree to hold harmless St. Albert the Great Parish from any claims for damage to persons or property in any manner related to my use or occupancy of the event site.
I release St. Albert the Great Parish from any liability for loss, damage or theft of my property.

I have read, understand and accept the terms and conditions stated in this agreement and agree to abide by them.

Vendor Print Name: _____ Date: _____

Vendor Signature: _____