



# A Crafty Christmas

## Vendor Application

Thank you for your interest in being part of A Crafty Christmas Craft Fair. Please complete the form below to apply as a vendor.

- Participation is limited to individuals/business producing their own original products.
- The show date is Saturday November 23, 2024, 9:00am - 3:00pm
- Set up is on Friday November 22nd from 3:00 - 6:00 pm.
- The address of the event is: 6363 Commercial Way, Weeki Wachee, FL 34613; Nativity Lutheran Church of Weeki Wachee.
- Each individual vendor space is approximately 10x10 feet.
- The cost for one 10 x10 space is \$30.
- Vendors can request more than one space and we will try to make these spaces contiguous if requested.
- An 8 ft. table and two chairs will be provided upon your request.
- A limited number of spaces with 110-volt electricity will be available at additional cost and vendors must provide their own extension cord. Please call 352-210-8407 to discuss electrical needs and prices.
- Most vendor spaces are indoors and climate controlled.
- If you are interested in outdoor space, please email [nativitycraftychristmas@gmail.com](mailto:nativitycraftychristmas@gmail.com) to discuss opportunities.
- All fees must be paid at the time of application and are not refundable once your application has been accepted.
- All vendors must provide a donated item of your craft/product to be used by the host (Nativity Lutheran Church) for charitable causes. All donated items should be products being sold at your booth.

See attached document for official contract agreement.

Contact Name:

Company

Name

Email:

Cell Phone:

---

---

---

---

Street Address: \_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Website: \_\_\_\_\_

Description of your products:

Price Range of your products: \_\_\_\_\_

Please attach photos of your products:  
OR email photos to:  
Nativitycraftychristmas@gmail.com

I need electricity  I need a window  Inside  Outside  Either

**Please return this vendor application and the signed agreement with your payment:**

**Mail: NLC 6363 Commercial Way, Weeki Wachee, FL 34613 ATTN: Crafty Christmas  
With check made of to: Nativity Lutheran Church Crafty Christmas**

**Email: nativitylutheran63@gmail.com  
Zelle – nativitylutheran63@gmail.com  
Venmo - @Nativity-LutheranChurch**

## VENDOR AGREEMENT

I hereby waive, release, and discharge from any and all claims or liabilities for personal injury, death, property damage, theft, or damages of any kind, whether or not attributable to the negligence of Nativity Lutheran Church and/or any agents, or employees which may arise out of my use of these facilities.

**I attest that I have read and understand this release of liability and waiver agreement.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Business Name \_\_\_\_\_

### Rules & Regulations

1. All vendors must sign in at vendor check-in prior to setting up. An official will direct you to your space as needed.
2. Set up will be available on Friday, November 22, 2024, from 3:00-6:00 pm.
3. You must be ready to open your booth 10 minutes prior to opening.
4. All vendors are expected to remain during specified times barring medical emergencies.
5. Display break down can only start after 3:00.
6. Please come prepared to stay open until 3:00 pm. For obvious safety reasons, vendors cannot bring their vehicles into the loading area until all patrons have cleared the area.
7. All exhibitors/vendors are responsible for disposing of their own waste. Each exhibitor shall clear their space of all trash at breakdown.
8. All vendors will sell crafts that are hand-crafted or homemade.
9. Craft vendors cannot sell or give away for free on-site consumable foods and beverages.
10. Vendors must provide their own display set-up: Tents or coverings must be self-supporting. Drilling or puncturing the ground or asphalt surfaces is strictly prohibited.
11. Tent Weights: All vendors using a tent must ensure the tent is properly weighed down. Please check for weather conditions. No ground stakes are permitted.
12. No generators are allowed to be used.
13. If you require electricity, you must provide your own three wire, and grounded electrical extension cord of wire gauge adequate for your electrical appliance usage.
14. Displays must be professional and aesthetically pleasing. Handwritten signs must be neat and attractive.
15. Vendors must post prices in a legible manner and in a visible place within their booth.
16. Reselling or subleasing booth space is not permitted. You may not share a space with another vendor.
17. Vendors are expected to keep the area around their booth clean and litter free. Walkways must be kept clear for visitors and emergency personnel. Booths must be clean at all times. All vendors are responsible for removing their own trash.
18. All business activity must be confined within the designated rented space only. No distribution, canvassing, flyers, or vending of any kind may be done by vendors.

19. **No raffles may be conducted by vendors.**

20. All giveaways and samplings by vendors must be described on your application and approved prior to event. Please include a written description of your intent with the application. No beverages may be sold or distributed by vendors.
21. This is a non-political event. No booth will be rented to a political party endorsing a candidate standing for election. No booths displaying political advertising will be permitted.
22. We will market and advertise this event with vigor. However, the organizers do not warrant or guarantee any particular results of the Fair, nor can we guarantee a particular number of attendees or exhibitors.
23. All vendors are responsible for filing their own taxes with the state. All persons, companies or organizations renting booth/concession space do so as independent contractors and not as employees or agents of the Fair or its management herein, and as such assume all responsibility for withholding taxes, Social Security, State taxes, public liability, and Worker's Compensation Insurance and for insurance coverage to, from, and during the Fair and for accident or injury to themselves and/or their equipment.
24. Pets are not allowed. However, officially designated "service animals" are permitted.
25. Vendors and all employees must be properly attired at all times.
26. All booths must be manned at all times during the fair.
27. Megaphones and electronic amplification are not permitted by vendors. No radios, tape players, offensive noise, or distractions are permitted in booth spaces. Common courtesy to event attendees, volunteers, and fair personnel is expected of all participants.
28. No bikes, scooters, skateboards, or roller blades are permitted.
29. Smoking is not allowed on the premises.
30. Alcoholic beverages and/or drugs and/or drug paraphernalia are not permitted on the property. Vendors will not be allowed to bring, consume, serve, or sell alcoholic beverages of any kind on fair property.

Any violation of the rules and regulations stated above will exclude vendors from participating in future shows and may result in the loss of exhibit space without a refund. Your request to exhibit or sell will imply acceptance of these rules and regulations. Vendors who do not abide by our rules may be asked to leave and will not receive a refund.