



## Woodbury Gift Boutique

**MOMS Club Woodbury  
South Chapter**  
8th Annual Woodbury  
Gift Boutique

Main Contact: Robin Muscoplat  
[woodburymoms@gmail.com](mailto:woodburymoms@gmail.com)

### **MOMS CLUB OF WOODBURY – SOUTH** **8th Annual Woodbury Gift Boutique-Exhibitor Application**

Saturday, November 10<sup>th</sup>, 2018

9:00am – 1:00pm

HealthEast Sports Center

4125 Radio Drive, Woodbury, MN 55129

[www.momsclubofwoodbury.org](http://www.momsclubofwoodbury.org)

Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

DESCRIBE ITEMS TO BE SOLD: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

	PRICE	SUBTOTAL
Single Table (8' length)	\$65	
Double Table (16' length)	\$105	
Electrical (request, not guaranteed)	\$10	
Facebook Marketing	\$10	
<b>TOTAL:</b>		

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

Please send:

- ☐ Signed Application (2 pages)
- ☐ Two Photos of your crafts (jpg's emailed to: [woodburymoms@gmail.com](mailto:woodburymoms@gmail.com))
- ☐ Logo (For Facebook Marketing only. Send eps file, min 350dpi emailed to: [woodburymoms@gmail.com](mailto:woodburymoms@gmail.com))
- ☐ Payment will be requested by MOMS Club of Woodbury-South through PayPal after application is accepted

**\*\*\*Space is limited & juried. A photo of your booth/craft will help our committee through the approval process. If you have questions, please email us at: [woodburymoms@gmail.com](mailto:woodburymoms@gmail.com) or call: 952-356-4112**

Internal Use Only:

Received Date: \_\_\_\_\_

Approved: \_\_\_\_\_

Confirmation Email Sent \_\_\_\_\_

Moms Club Member: \_\_\_\_\_

Amount: \_\_\_\_\_

Added to Facebook \_\_\_\_\_

Check: \_\_\_\_\_

**MOMS Club of Woodbury – South**  
**8th ANNUAL WOODBURY GIFT BOUTIQUE**  
**Exhibitor Application**  
**Saturday, November 10th, 2018 - 9am - 1pm**  
HealthEast Sports Center  
4125 Radio Drive Woodbury, MN 55129

**\*\*\*All exhibitors must supply their own tables, table coverings, and display\*\*\***

**PURPOSE:**

In addition to using this Gift Boutique as an opportunity to promote local businesses, this MOMS Club of Woodbury – South sponsored event is a fundraiser for the Madison Claire Foundation to help support their new playground in the Maplewood Mall.

**VENDOR EVENT MARKETING COMMITMENT:**

Feel free to “like” and “share” our Facebook page ([www.facebook.com/WoodburyGiftBoutique](http://www.facebook.com/WoodburyGiftBoutique)). We will be making posts and updates there frequently.

*Please note that we will be running a large publicity campaign as we have in previous years. Our event has been featured in the Pioneer Press, Woodbury Magazine, Connector Magazine and Woodbury Bulletin as well as online with the Macaroni Kid – SE Metro newsletter. But we will need everyone to spread the word to make this event a success.*

**DISCLAIMER**

**PURPOSE:** MOMS Club Woodbury South agrees to provide Vendor space to conduct business in HealthEast Sports Center at the 8<sup>th</sup> annual Woodbury Gift Boutique. Vendor’s use of the HealthEast Sports Complex building is limited to the space selected by MOMS Club as identified prior to the event. In general, exhibitor is guaranteed a minimum of 8’ x 4’ square feet of space. Exhibitor accepts the opportunity to participate as an exhibitor in the building for Woodbury Gift Boutique commencing on November 10, 2018 at 9am and ending on November 10, 2018 at 1pm (time will be allotted for setup and take down of space). Vendor hereby accepts the following listed conditions and limitations:

**HOURS OF OPERATION:** Woodbury Gift Boutique shall remain open from 9am to 1pm the day the event is in progress, unless MOMS Club notifies exhibitor of changes or other hours of operation.

**INSTALLATION AND TEAR DOWN:** Exhibitor shall set up the facilities for sale on November 10, 2018, between 8am-9am. Vendor shall remove his/her facilities for sale from the building no later than 2pm on November 10, 2018.

**CANCELLATIONS:** In the event that an exhibitor cancels all or part of the exhibit space for which they contracted, the exhibitor must do so in writing and will not be obligated to pay cancellation fees. If you cancel, you will not receive your registration or advertising fees back.

**DISPLAYS AND SIGNS:** All displays in the building must be free standing. Nothing may attach to walls or columns of the building by any means.

**CANCELLATION OF THE EVENT:** If “Woodbury Gift Boutique” cancels the event due to circumstance beyond reasonable control (act of God, acts of war, governmental emergency, labor strike or inability of facility) the event will be rescheduled to be held within 60 days of the originally scheduled event if facility calendar allows.

**INSURANCE:** Exhibitor is solely responsible to obtain insurance coverage for exhibitor property brought into the building. Vendor assumes full responsibility for items left in the facility and will conduct business under required and necessary compliance of items sold. MOMS Club of Woodbury - South accepts no liability for lost, stolen or damaged property and is not required to carry additional insurance to cover vendor’s property.

**AGREEMENT:** I agree to the entire terms and conditions of this contract, as stated in prior part of contract and agree to adhere to City of Woodbury Use Agreement set in place such as no tape on the walls, no cosmetic damage to walls, flooring etc., in relation to the exhibiting at the Woodbury Gift Boutique on November 10th, 2018.

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_