

First Lutheran Church Holiday Fair

232 Bristol Street

Southington, CT 06489

Craft Fair Vendor Agreement

Saturday, November 10, 2018 8:30 am – 3:00 pm

(Please Print)

Date: _____

Name: _____

Address: _____

Phone: _____

Email: _____

Type of Craft/Product: (Please be specific; we try our best to avoid duplicate products.)

The above information is required to rent space.

____ One 8' x 3' table space \$50.00 (table will be provided along with 2 chairs). We have two main rooms for our vendors/crafters. We will fill our Parish Hall first, then the 2nd Floor. If you are concerned about your placement, please call or email me for availability. *There is a \$5 discount if approved application and payment are received by July 1, 2018.*

____ I will need electricity. (You must supply your own power cords, please call or email for availability).

____ I am willing to donate an item to the Holiday Fair raffle table.

So that we may promote your participation in the 2018 Holiday Fair, please provide the following:

Social media contact (Facebook, Instagram, etc.) _____

Website (http://) _____

Payment must be made in advance to reserve your table space. We cannot hold table space without payment. Placement is based on date we receive your application and payment.

You may set up from 3:00 pm – 8:00 pm on Friday, November 9th or beginning at 6:00 am on Saturday November 10th.

At the close of event, you must clean up space and dispose of trash. _____ (initial)

Vendor must stay until 3:00pm. _____ (initial)

Vendor shall remain responsible for all loss or damage to the Church property, up to and including actual replacement value for each missing or damaged item. _____ (initial)

Vendor will hold First Lutheran Church harmless for any lost, damaged, or stolen items. _____ (initial)

Office use only:

Vendor #: _____

Pmt Received by: _____

Signature of Vendor

Cash or check will be accepted. Please make checks payable to First Lutheran Church. There will be a \$35 return check fee.

Mail this form along with your check to:

First Lutheran Church

Attention Fair Committee/Keith Gray

232 Bristol Street, Southington, CT 06489

Questions? Call Keith @ 860-681-8700 or email kgray@freelance-paralegal.com

Food will be sold within. There is no admission charge for patrons.