

2018 Christkindl Market Vendor Application

(Proceeds benefit Coleman Memorial Park restoration)

Space rentals shall be paid in full. No refunds will be given.

Spaces will be assigned on a first-come first-serve basis as determined by the date the application fee is postmarked.

Space size and electricity: All spaces are 10' x 10'. Limited 110 VAC 15 Amp Electricity is available. Outdoor spaces are \$50.00 plus \$15 for electric circuit (one device) if needed. Indoor spaces in the tent are \$125.00 and includes electricity for one device. **You must supply an extension cord to access electrical receptacles.** Electricity for each additional device will be \$15.00 per device.

1. **Time:** Held outdoors in Coleman Memorial Park from 9:00 a.m. to 3:00 p.m. Set up begins no earlier than 7:00 a.m. – rain or shine.
2. **Per the City of Lebanon Police Department, no vehicles/trucks can block roads.**
3. Tables, chairs, displays, cords and taping of cords are the responsibility of the vendor. Vendors are responsible for cleaning their space at the end of the day.
4. **No flea market, yard sale or commercial items** will be accepted. Vendors not selling craft items will not be invited to attend future shows. Only handmade or good quality craft, hobby and decorating items will be accepted. CRAFTS are defined as works made by hand or with the use of appropriate tools, showing imagination and the mark of the crafters individuality. Items sold must have some type of skill or craft applied to the product and must be a major part of the finished item. **NON-PROFIT** organizations are welcome, but **must sell** a food or craft item. All businesses and vendors **MUST** be licensed. All non-profit applications **MUST** have a tax exempt number. All food sales vendors **MUST** be licensed, have a One Day Temporary license or a non profit Eating and Drinking License. Food sales vendor deadline is November 1.
5. Because musical entertainment is provided as part of the market experience, vendors are not permitted to amplify recorded music from their stand.
6. The Christkindl Market Steering Committee reserves the right to deny space to any applicant for any reason whatsoever including but not limited to an applicant's usage of space which is not in keeping with the intent of the Market. Said intent shall be determined solely by the Steering committee.
7. The City of Lebanon, Christkindl Market Committee and Friends of Coleman Memorial Park Committee will not be held responsible for loss or injury incurred by participants or vendors.
8. Water is not available to any space.

I hereby consent to the rules and regulations set forth for the 2018 Christkindl Market as detailed on the "Craft Vendor" letter sent with this application.

Signature: _____

Date: _____

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Please complete all information requested.

Date: _____

Organization/Business Name _____

Contact Person _____

Address _____
Street City State Zip Code

Phone _____ E-mail _____

PA Sales Tax License # _____ (Notice: All non-profit applications shall include a tax exempt #)

Lebanon Eating/Drinking License # _____

(NOTICE: anyone selling food shall possess a **One Day Temporary** or a **Non Profit Eating and Drinking License**.)

Product(s) being sold: _____

Type and # Spaces required: (Electrical circuits are 110 VAC 15 Amp single phase. You may use your own generator.)

Outside # _____ \$50.00 per space (Electricity available but not included.) (Single 15 Amp circuit. \$15.00)

of spaces required _____ Electrical circuits required _____ Total fee \$ _____

Inside (TENT) # _____ \$125.00 (Includes one electrical circuit.)

of spaces required _____ Electrical circuits required _____ Total fee \$ _____

_____ Check enclosed – a **\$25 fee will be charged on all returned checks**

Special Requirements – Explain _____

Complete this application and submit check payable to Friends of Coleman Memorial Park and return to:

Friends of Coleman Memorial Park, 1400 West Maple Street, Lebanon, PA 17046

Phone – (717) 269-2994 or info@FriendsofCMP.org

We appreciate your participation in our sixth annual Christkindl Market. The fee you pay makes it possible for our volunteer organization to provide much needed revitalization projects for our Park. We would appreciate any suggestions you may have which would make our Market more enjoyable for the guests and/or vendors. **Please include any suggestions with this application.**

Thank you.