

Historic Valdese Foundation presents:

April Craft Market

April 11, 2020 9am-4pm | Old Rock School | Valdese, NC

Cost: \$40 per space | Includes table for set up

NAME: _____

ADDRESS: _____

PHONE: _____

E-MAIL: _____

HOW DID YOU HEAR ABOUT THE SHOW? _____

SPECIAL NEEDS (Ex. Electricity, wall): _____

IF YOU WOULD LIKE THE SAME SPACE AS LAST YEAR PLEASE SPECIFY LOCATION HERE: _____

CRAFT/EXHIBIT DESCRIPTION & CONTENTS * Please include ALL that will be sold: _____

You must include a photograph or a link to your social media page or your website of your exhibit for your application to be considered.

Please check which size table you prefer 6ft table 8ft table

**all spaces are same size regardless of table size*

Outside 10x10 spaces are also available, would you be interested for \$30? Yes or No

**Vendors are responsible for all setup needs for outside spaces, ex. tents, tables, etc.*

How many people will be working at your booth? _____ *this is for vendor entry passes- max of 4.

****ACCEPTANCE/DENIAL LETTERS WILL BE MAILED OUT ON OR BEFORE MARCH 20, 2020****

-Office Use Only-

NOTES: _____

DATE RECEIVED: _____ BOOTH ASSIGNMENT MAILED: _____

AMOUNT PAID: _____ BOOTH #: _____

ACCEPTED DENIED

Contact Information

Event Coordinator: Morrissa Angi - mangi@valdesenc.gov | 828-874-6773

Assistant Coordinator: Madeleine Epley - mepley@valdesenc.gov | 828-874-6774

Submit Applications By: Email: mepley@valdesenc.gov | Mail: P.O. Box 655 Valdese NC 28690

Vendor Agreement, Guidelines, & Instructions

PLEASE READ THOROUGHLY AND SIGN - Applications without signature are considered incomplete.

All vendors must abide by these guidelines and instructions:

- All vendors must contain their exhibit items within their assigned area. This is mandatory for safety!
- Vendors will be provided one 8' table & 2 chairs or one 6' table & 2 chairs (unless specified otherwise)
- Exhibits/Tables may be touching each other, so please plan accordingly.
- If your exhibit includes extra tables, hanging materials, etc. they must be approved by emailing mepley@valdesenc.gov BEFORE the show.
- Electricity is available. You must provide your own drop cords & power strips! Cords must be secured to the floor. Make sure to note this need on your application.
- The event will include handmade crafts & gifts only. No third party consultants.
- **Applications are due by March 16, 2020**
- All vendors must submit payment no later than 5pm on March 26th or that vendor will forfeit their booth.
- Vendors will not be allowed to switch booth assignments the morning of the craft show.
- Fees: Application fees are non-refundable once booth spaces are assigned. Vendors will be notified via mail of their booth space assignments. If an application is denied payment will be returned to the applicant.
- All Vendors agree that the April Craft Market Committee has the right to evict vendors for any reason they deem necessary to maintain a wholesome event.
- All participating vendors agree to park in the designated vendor parking areas once load in is over.
- Wifi is available however, signal strength is not guaranteed. Network & password will be provided the day of the event. Please have a back up plan in case an outage occurs.
- **Vendors are not guaranteed spaces from year to year. Each year all applications are reviewed by the HVF selection committee and decisions for acceptance are made based on show variety, quality of crafts, space needs and application deadlines.**
- Due to the age of the venue, vendors are not allowed to hang items on wall.
- Not all spaces will have exactly 3 feet behind their table. Please contact us if you have questions about your specific s

Things to know:

- Typically, the show will bring in around 800 attendees during the event.
- The first 100 shoppers will receive a complimentary shopping tote.
- Admission is \$1 per adult or free with a can good donation.
- Raffles will be offered including concert tickets and donated furniture. Proceeds from the show benefit the Historic Valdese Foundation which funds special projects in the community projects.

Booth assignments/acceptance will be announced on or before March 20, 2020. Spaces will fill up fast so please submit your application and payment as soon as possible to.

By signing below the vendor agrees to abide by these Guidelines for the April Craft Market:

Signature: _____ **Date:** _____

Please mail applications/make checks payable into:

Historic Valdese Foundation

P.O. Box 655 Valdese, NC 28690 (Make checks payable to Historic Valdese Foundation) | Questions? Call 828-879-2129