

Historic Valdese Foundation presents:
Christmas in November Craft & Gift Show

November 8th & 9th, 2019 in the Old Rock School Waldensian Room
Cost: \$25 per space for Friday Show (4-8pm) | \$40 per space for Saturday (9-2pm)

NAME: _____

ADDRESS: _____

PHONE: _____

E-MAIL: _____

HOW DID YOU HEAR ABOUT THE SHOW? _____

SPECIAL NEEDS (Ex. Electricity): _____

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

CRAFT/EXHIBIT DESCRIPTION & CONTENTS: _____

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

Please Send Payment with Application

Please select when you would like to exhibit: Friday & Saturday | Saturday Only

If all inside spaces are filled would you be interested in an outside location for \$30? Yes or No

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

This is the eighth year that the Valdese Community Affairs Department has partnered with the Historic Valdese Foundation to host the Christmas in November Craft & Gift Show. Vendors can expect to see approximately 800 visitors to the event. Raffles will be offered including concert tickets and donated furniture. The first 100 visitors will receive a complimentary shopping tote sponsored by the Historic Valdese Foundation. Proceeds from the show benefit the Historic Valdese Foundation's mission to preserve and celebrate the heritage of the Town of Valdese. Canned good donations will be sent to Burke United Christian Ministries.

-Office Use Only-

NOTES: _____

DATE RECEIVED: _____ BOOTH ASSIGNMENT MAILED: _____

ACCEPTED DENIED AMOUNT PAID: _____ BOOTH #: _____

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

Christmas in November Craft & Gift Show

November 8th & 9th, 2019 in the Old Rock School Waldensian Room

Cost: \$25 per space for Friday Show (4-8pm) | \$40 per space for Saturday (9-2pm)

Vendor Agreement, Guidelines & Instructions

Friday Vendor Instructions & Guidelines:

- Setup will begin at 12pm on Friday. Exhibits must be ready for the public by 3:30pm on November 8th.
- All Friday vendors agree to exhibit for the entirety of the event both Friday (4-8pm) & Saturday (9-2pm).

Saturday Only Vendor Instructions & Guidelines:

- Setup will begin Saturday morning at 7am. Exhibits must be ready for the public by 8:30am.
- All vendors must maintain their exhibit beginning at 8:30am until 2pm on Saturday, November 9th.

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 (unless specified otherwise)
- Exhibits/Tables may be touching each other, so please plan accordingly.
- 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 Christmas crafts & gifts only.
- **Applications are due by October 1st, 2019**
- All vendors must submit payment no later than 5pm on October 15th 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.
- Vendors who choose to participate in both days of the event will be given priority placement.
- All Vendors agree that the Christmas in November 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.
- **ALL VENDORS ARE REQUIRED TO COME WITH A CHRISTMAS SPIRIT!**

By signing below the vendor agrees to abide by these Guidelines for the Christmas in November Event:

Things to know:

- 2019 is the first year we are offering Friday exhibit times
- Typically, the show will bring in around 800 attendees during the Saturday portion of the event
- The first 100 shoppers will receive a complimentary shopping tote
- Admission is \$1 per adult or free with a can good donation
- Proceeds of the show go to the Historic Valdese Foundation
- 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.
- Wifi is available however, signal strength is not guaranteed. Network & password will be provided the day of the event

Booth assignments/acceptance will be announced on or before October 4th, 2019. Spaces will fill up fast so please submit your application and payment as soon as possible to:

Historic Valdese Foundation

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