



Downtown Christmas Open House
Christmas Market
2019 Vendor Application

Emily Vines
338 Broadway St., Ste. 401
emilyvines@oldtowncape.org
573-334-8085

Information:

Business/Booth Name: _____

Owner/Vendor's Name (s): _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Cell Home (circle)

E-mail: _____

Website/ Facebook/ Instagram:

If customers wish to contact you, what information should we give them?:

Forms of payment accepted at your booth (cash, card, check, etc.):

Christmas Market Rules:

1. Vendors will occupy a single stall that will fit up to a 12 x 12 foot tent, and may be allowed to occupy a double stall if space is available (this is not guaranteed).
2. Vendors will not be allowed to park in their stall spaces (there is a parking lot on Themis Street, which intersects Frederick, along with street parking).
3. Vendors will be ready to sell at 9 a.m. and will tear down at 4 p.m.
4. Vendors cannot leave the Christmas market once it is open.
5. If a vendor sells out, they may place a "sold out" sign in their booth, and leave the market until tear down, but their set up must remain in place until tear down due to public safety.
6. A vendor's set up location cannot be pre-selected by the vendor (you may request if you would like to be by someone specific, but requested placement is not guaranteed).
7. Vendors agree to set up at the Christmas market in rain or shine weather.
8. A vendor's stall space will only be secured when payment is turned in.
9. Vendors must turn in an application to be considered for the Christmas Market.
10. Set up for the Christmas Market can begin as early as 7:00 a.m.
11. Electric *will not* be available for the Christmas market.
12. Vendors may park in the street to unload their vehicles, but should remove everything from their vehicle, park their car, and walk back to their stall space. (This will be a one minute walk, at a minimum).



Downtown Christmas Open House
 Christmas Market
 2019 Vendor Application

Emily Vines
 338 Broadway St., Ste. 401
 emilyvines@oldtowncape.org
 573-334-8085

Vendor Types and Products:

Vendor Type (Check all that apply)	Goods: (Check all that apply)	Percentage of Goods: (Check all that apply)
Farm Products	Flowers Maple Syrup Un-Cracked Nuts Honey Cheeses	%
Value - Added Products	Jams/Jellies Bread Other Baked Goods Roasted Coffee Cookies/Bars Sweets Pickled Items/Salsa Other	%
Prepared Foods	Food Beverages	%
Artisan Crafts	Jewelry Pottery Crafts Sewn Items Home/Body Care Sculpture Paintings Woodcraft Knit/Crochet Stained Glass Other	%

Please provide a complete and detailed list of the products you will sell at the Christmas Market, and the types of Christmas orders you will be taking. Attach additional paper if needed. All artisan craft vendors must submit (with application or e-mail electronic copies) photos of items to complete their application. Applications without a detailed list will be considered incomplete. In order to sell an item at the market, it must be listed on your application.



Downtown Christmas Open House
Christmas Market
2019 Vendor Application

Emily Vines
338 Broadway St., Ste. 401
emilyvines@oldtowncape.org
573-334-8085

Agreement:

-Vendor fee (\$15.00) must accompany application. Please initial, print, and sign your name below to complete your application.

_____ (Initial) I have read and understand the information provided in the Christmas Market 2019 Vendor Application, and agree that:

- I will abide by the outlined rules.
- I possess any and all licenses or certificates required by the city, county, and state of Missouri to make said products.
- I will comply with all federal, state, and local regulations.
- I understand that space and location are both limited and will be determined by Old Town Cape, Inc.
- I understand that the information on this application may be used for marketing purposes.

_____ (Initial) I agree to hold harmless Old Town Cape, Inc. and The Indie House from any and all liability or claims of injury or damage arising out of my acts or negligence while vending and participating at the Christmas Market.

Signature: _____

Print Name: _____

Date: _____