22 November 2024 5:00pm – 8:00pm

 23 November 2024 9:00am – 2:00pm

**Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Outside or Inside Booth Spaces Available ($35 for Outside; $45 for Inside). Each space is 8’ wide. Please provide the number and location of booth spaces:**

[ ]  **Outside-$35 x \_\_\_\_\_ (# spaces requested)= $\_\_\_\_\_\_\_**

[ ]  **Inside - $45 x \_\_\_\_\_ (# spaces requested)= $\_\_\_\_\_\_\_**

**Do You Require Table Rental?** [ ]  **Yes** [ ]  **No; If yes, How Many? \_\_\_\_**

 **$10/6’ table rented $\_\_\_\_\_\_\_**

**Do You Require Electricity?** [ ]  **Yes** [ ]  **No (*\*Bring Your Own Cords\**)**

 **$5 for electric $\_\_\_\_\_\_\_**

 ***Total Due: $\_\_\_\_\_\_\_\_\_\_***

***\*Please note: Indoor space is limited and will be filled on a first come, first served basis; we will do our best to accommodate all requests.***

**Briefly Describe your Product(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Special Requests:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Vendors shall abide by the rules provided under the ‘Guidelines’ section of this application (page 2).**

Signature of Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Return forms to St Paul Lutheran Church with payment. Payment can be made with Cash, Check (make to “St Paul Lutheran Church”) or*PayPal (*[*PayPal-St Paul Christmas Market*](https://www.paypal.com/donate/?hosted_button_id=5EXWE2W86ARSC) or

***Forms & Payment must be received by 15 June 2024.***

Guidelines

* Setup for the event will be available from 3:00pm Friday, 22 November 2024
* Any ‘Special Requests’ are not guaranteed but we will try our best to accommodate your needs
* **Inside Vendors:** Please use a 6’ long table to allow entry & exit of vendors from neighboring booths
	+ If you want to use an 8’ table, please contact Kelly VandenBossche to ensure ability to accommodate within our vending spaces.
	+ This is a mandatory 2-day event for inside vendors; when you commit to Saturday, 18 November 2024 Christkindl-Markt, Friday 22 November 2024 is free
* **Outside Vendors**: We realize that set up/tear down for outside spaces is cumbersome. Therefore, you have the option to participate on Friday, 22 November 2024 but are not required. Set up on Saturday morning for outside vendors can begin no earlier than 7 am
	+ If outside, vendor must provide their own tents, tent weights, and other operational equipment, as needed
* No refunds of the vendor fees for any reason
* Tear down can begin no earlier than 2pm on Saturday, 23 November 2024
* Only Service Animals are allowed within St Paul’s indoor spaces
* Vendor holds harmless St Paul Lutheran Church for any damage, loss, or theft
* Event coordinators reserve the right to pull any items that are deemed inappropriate

If you have any questions, Please contact Kelly VandenBossche (817-371-8056) or send an email to ChristmasMarket@StPaulNiceville.com

*Thank you for participating in our Christkindl-Markt!*