

VENDOR APPLICATION
HOLIDAY ART MARKET
@ the Dahl Arts Center - Nov 22 & 23, 2019



Name: _____ Phone: _____

Address: _____ City _____ ST _____ ZIP _____

Email: _____

I plan to sell: _____
(please be specific, i.e. not "holiday items" or "arts and crafts")

Event Dates: Fri, Nov 22 (4pm-7pm) & Sat, Nov 23 (10am-4pm)

Application Due Date: September 13, 2019 | **Notification Date:** September 20, 2019

Booth Rental Fee: \$75 (due when accepted, you will be invoiced)

Set-Up: Fri, Nov 22, 10am-3pm | **Tear-Down:** Sat, Nov 23, 4-5pm

- You must email 3-5 images of your work for sale to ashlee.fears@thedahl.org by 5pm, Sep 13, 2019. Be sure to reference HOLIDAY ART MARKET and include your full name and phone # in the email to ensure we match your photos to your application. Application is not complete until application AND images have been received.
- Committee will jury vendors. You will be notified by Sep 20, 2019 if you are selected. Payment will be due within 30 days of notification to secure your spot, or booth will be given to the next artist on the list.
- Booth rental includes an 8' x 8' space, plus one (1) 6-foot table and two (2) chairs. Vendor booth rental fees are non-refundable.
- Booths must be attended at all times during both days of the event.
- Work offered for sale must be original and handmade by area artisans.
- If Vendor is an artist currently represented in the Gift Shop @ the Dahl, prices of booth sale items must be the same price as the Gift Shop items.
- If selling food items vendor must have appropriate food service license. Food offered for sale must be locally prepared and pre-packaged. (Proof of insurance and license required)
- No alcohol may be sold by any vendor at this event, and no live plants allowed.
- Vendors must be set up and ready to sell by 3pm Friday.
- **All vendors MUST remain within their allotted space.**
- The RCAC is not responsible for securing items left at booths, damaged or stolen items.
- Vendor agrees to indemnify, defend, and hold the RCAC harmless against any third party claims arising from the event, excluding any negligence on the part of the RCAC.
- Plug-in for power is limited. If you will need power please check here ____ (while supplies last, we will notify if unable to accommodate).
- A limited # of corner booths will be available. If you have a strong preference for a corner booth check here: ____ (while supplies last and *not* guaranteed.)
- Would you like your table covered with complimentary black tablecloth? ____ _yes please!

Vendor Signature: _____

August 2019

Greetings Vendors!

It's time to start thinking about this year's Holiday Art Market! Much that we all love about the event will remain the same; however, we have a few changes to share with our returning vendors.

- **Dates:** The date stays the same as it has been... the weekend before Thanksgiving (which is Friday, Nov 22 and Saturday, Nov 23 this year).
- **Sales:** Some of you who have been with us in the past probably have noticed that the sheer volume of customers and sales we've experienced has continued to increase every year! We're so pleased that this event remains popular with both our vendors and the community; We will continue to have the "sales at each booth" method. This worked well last year.
- **Fees:** In keeping with last year, the booth price for the 2-day event is \$75.
- **Space:** In order to accommodate as many vendors as possible, we will enforce the 8' x 8' booth size limit. This is a fairness issue to ensure ALL vendors get their full booth space, even the last ones to arrive.
- **Acceptance:** As we have a list of nearly twice as many vendors who are interested in this year's market than we actually have booth spaces for, we are keeping the juried process. Vendors will need to fill out the Vendor Application Form and return it along with 3-5 images of their artwork via email (applications can also be returned via mail or dropped off at the Dahl). A committee will review the applications and select those vendors they believe will offer a good variety of quality artwork and an interesting, fun and vibrant selection of items for our shoppers. Vendors will be notified of their acceptance and sent an invoice to pay for their booth at that time. After 30 days, if payment is not received, the booth will be offered to the next vendor on the list.

Attached is the Vendor Application Form which includes more date and event details. Feel free to email ashlee.fears@thedahl.org with any questions.

Applications are now being accepted!

