

SMSS Rosary Society Fall Market
Vendor Registration Form
Saturday, October 20, 2018

Date received: _____
Booth #: _____
Electricity: _____

Vendor Name: _____ Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Phone(s): _____

Type of Booth & Description: Please indicate type and provide description.

_____ Business _____ Food _____ Other
_____ Non-Profit _____ Art or Craft

Please give a detailed description of your products/services.

Do you require electricity? ___ Yes ___ No

Electrical spaces are limited and reserved on a first come, first serve basis.

Waiver: The Rosary Society Fall Market reserves the right to refuse any vendor application, should this occur, the fee will be refunded. The Vendor shall defend, save and hold harmless St. Mary, Star of the Sea Church, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages losses, liability or expense which may arise, and shall not be held responsible for any loss or damages due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. Exhibitors must make provisions for safeguarding their goods. Exhibitor must have replacement cost insurance for all personal property. Exhibitor assumes full liability for protecting, care and maintenance of exhibitor's property. ANY VENDOR NOT HOLDING VALID LIABILITY INSURANCE EXHIBITS AT THEIR OWN RISK AND ASSUMES ALL LIABILITY.

Please sign to acknowledge that you have read all of the information, rules and regulations and agree to be bound by this contract.

Signed: _____ **Date:** _____

_____ 8' space with Electricity \$20 _____ 8' space without electricity \$20
I have enclosed a check or money order made payable to SMSS Rosary Society.
RETURN COMPLETED FORM BY JULY 15th TO: ROSARY SOCIETY, 325 E. 3RD ST., DULUTH, MN 55805

Fall Market

Local Crafters and Vendors

*St. Mary, Star of the Sea Church's McDowell Hall
325 E 3rd St., Duluth, MN 55805*

Saturday, October 20, 2018

Description of Event:

- Indoor Market of Local Crafters and Vendors
- Saturday, October 20, 2018; 9:00 am until 2:00 pm
- Free admission to the public

Market information and Requirements:

- One 8' table is supplied to each vendor unless a request is made to leave the space empty. A plastic table cloth and skirt will be on each table. Booth spaces will be clearly marked. Spaces are approximately 8'6" by 6'.
- Crafters/Vendors with tall items need to be placed against a wall, please include this information in your description of items.
- Booths with electrical access are very limited and given on a first-come, first-serve basis. Extension cords are not provided.
- All vendor location requests will be considered on a first-come, first-serve basis and will be honored whenever possible.
- Minnesota ST-19 Form is required and will be provided in vendor packet.
- Free Parking is available for all exhibitors in our alley lot. After unloading, please park along the far West side of the lot.
- Set-up time will be provided on Friday from 4pm-7pm. Hall will be open to exhibitors on Saturday morning at 8:00 am.
- Exhibitors must tear-down and be cleared from the property by 3:30 pm after the event due to the arrival of parishioners for the evening Mass.
- To prevent accident or injury, exhibitors wishing to leave early may request permission to do so from the event coordinators and items may be walked-out. Vehicles will not be allowed on the walkway during the event.
- This event occurs rain or shine!
- **All vendor fees are non-refundable.** *Verbal reservations held for 30 days.*
- Please fill out vendor registration completely.
- Vendor registration form must be returned by July 15th.
- Each applicant will receive a confirmation letter upon receipt of their application.
- Informational meeting and preview for exhibitors will be held at St. Mary, Star of the Sea's McDowell Hall at 6:00 pm on Friday, October 5th. Exhibitors will receive a vendor packet with additional information as well as have an opportunity to see the space provided to exhibitors.

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