



AMERICAN LEGION POST 7

2018 6th Annual Fall Craft Fair

Saturday, November 24, 2018 9am-3pm

Vendors Name: _____

Address: _____

Phone Number: Home _____ Cell _____

Email: _____

Vendors website: _____

Description of all items to be sold (required) Non - returnable photos (optional)

Prices for spaces: *

2 Chairs will be provided per space

_____ 10'w x 5'd	\$20.00
_____ 10'w x 6'd w/electricity*	\$30.00
_____ Corner (12'w x 6'd) w/ electricity* three available	\$40.00
_____ Corner (16'w x 6'd) w/electricity* one available	\$45.00

*Please call for availability

Tables available while supplies last: \$5.00 each

- _____ 6'w x 2'd table*
- _____ 8'w x 2'd table*

*Post 7 assigns rental spaces and tables on a first come first serve basis.

Total Amount Enclosed: \$_____ MAKE CHECKS PAYABLE TO: American Legion Post 7

Returned checks will be accessed a \$25.00 fee.

Vendor Contract & Terms

Please read the following conditions and terms of contract regarding participation as a vendor during the above listed event:

1. The American Legion Post 7 craft fair will be a one-day event, [November 24, 2018](#) from 9AM-3PM.
2. Vendor set-up will be on the day of the event from 7AM-9AM. All vendor displays must remain intact until 3PM the day of the show.
All vendors must be checked-in by 8AM or reservation will be considered defaulted and spaces will be given to vendors on waiting list and space rental fee will be non-refundable.
All items must be removed by 5PM the day of the show.
3. All types of items sold must be listed in the contract. No items outside those listed in the contract may be sold. Pictures may be provided but are not required. The American Legion Post 7 Craft Fair Committee reserves the right to limit number of participating vendors within the same genre and to refuse any vendor application.
4. Venders are artisans and crafters who hand craft items or make candy/food. Commercial vendors will not be considered for participating in our fair. Commercial vendors are defined as those selling wares as a representative for a corporation (Tupperware, Avon, Pampered Chef).
5. The American Legion will be holding a Penny Sale and ask that each vender donate one item. Thank you.
6. American Legion Post 7 will be selling food from our snack bar. Crafters may sell no other food items unless authorized by the A.L. Post 7 committee.
A.L. Post 7 has current a Food Service Permit license so venders are not required to purchase one from the city of Rochester NH.
7. Venders must supply their own extension cord. Maximum electrical limit per booth is 225 watts.
8. Prohibitions: Smoking is permitted outside only, no alcoholic beverages, no pets (except service animals).
9. Nothing can be taped, tacked, or otherwise fastened to the walls, ceiling, or floors. Walkways must remain clear at all times: you may not display products in any aisle or walkway. Please try to decorate your space as tastefully as possible.
10. An ATM is on the premises. We will not have the resources to make any other change.
11. Venders are solely responsible for the care, custody, and control of their property or equipment.
12. The American Legion Post 7 shall not be held responsible for accidents or injury during the event. A.L. Post 7 shall not be held liable for damage or loss to any crafter's property through theft, fire, accident or any other cause, whether the result of negligence or otherwise.
13. Vender shall be responsible for any damage to American Legion Post 7 property beyond normal wear and tear. Venders shall reimburse A.L. Post 7 for all costs and expenses for repairing said damage.
14. Parking: One vehicle per vender. For unloading purposes only, venders will be permitted directly in front of the function room doors. Venders are encouraged to park in the backside of our parking lot.
15. There will be no refunds of booth rentals: no exceptions

**Please return this signed contract along with payment by
SAT. Oct. 27, 2018.**

Signature _____ Date _____

**TO: American Legion Post 7
P.O. Box 225
94 Eastern Ave
Rochester NH 03866
603-332-2024**