

2017 My Friends & More Holiday Bazaar

Vendor Information

Please complete the attached application, sign, date, and return, with your booth fee, no later than November 1, 2017. Applications received without reservation fee will be returned. Space is filled on a first come, first-served basis. **Prior participation does not guarantee you a spot.**

The My Friends & More Holiday Bazaar is held in November every year at the International Union of Operating Engineers hall located at 18701 120th Ave NE, Bothell, WA 98011. The date is November 18, 2017

It is A ONE-DAY – “Sit and Sell” bazaar. You handle all sales at your booth. There is **NO COMMISSION** for this bazaar.

All new vendors or returning vendors that have not been in the show for two seasons **MUST** send at least three clear photos of their work with their application. Photos may be emailed to bazaarinfo@craftybug.com Hard copy photos will be returned on bazaar day.

Only local handcrafts are allowed. NO re-sale, retail, or imports. Any vendor trying to sneak in such items will be told to remove them and may be asked to pack up and leave immediately. There will be no refund of fees.

Spaces are reserved on a first come, first served basis. All applications received after November 1, 2017 will be considered only as space allows and will be subject to an additional \$25.00 late application fee.

Booth fees are as follows: 6 feet deep by 6 feet wide \$40.00. For each additional 2 feet in width add \$5.00. **Circle your booth size choice on the application.**

Electricity is available. Please **circle YES or NO on the application if needed. This is VERY important for your booth placement. If you do not indicate yes or no, we will assume you do not need electricity and will place your booth accordingly.**

Vendors must supply all tables, display cases, extension cords, etc. Chairs will be provided.

Vendors are solely responsible for the **set up, operation, and tear down** of their own booth and product.

Set up is between 7:00am and 9:45am on the bazaar day, Saturday, November 18, 2017. Tear down will begin no earlier than 5:00pm.

Bazaar will run from 10:00am to 5:00pm

A volunteer staff will be available for bathroom breaks, and to serve beverages and snacks, provided by host.

A **Santa Clause photo area** will be set up on the stage. Parents may bring their own cameras and **take free photos** from 1:00pm to 5:00pm. **Pets** are also welcome. A kid's play/craft area will be provided. These community services are noted in all advertising.

A minimal number of volunteer slots are available for hall set up Friday, November 17, 2017. Vendors who help for one hour with general hall set up will be allowed to set up their booth Friday. These slots are limited, first come - first served. Contact host for sign up.

Bazaar will be advertised with flyers and road signs in the surrounding vicinity, and print ads placed in local area newspapers, magazines and the Internet. A list of advertising will be provided.

Vendors agree to help advertise by distributing flyers in their local area. Flyers in .pdf format will be emailed to each accepted vendor. Pre-printed flyers will be available for pick up from the Craftybug.com office, if needed.

Bazaar Hosted By:
Craftybug.com PO Box 2048 Bothell, WA 98041 <http://www.craftybug.com>
bazaarinfo@craftybug.com

My Friends and More Holiday Bazaar Vendor Application

-PRINT CLEARLY-

Name: _____ Phone: (____) _____

Address: _____ City: _____ State: _____ Zip: _____

Business Name: _____ email: _____

Type of crafts to be sold – list **ALL** categories – do not say “Holiday Misc.” _____

How did you hear about us? Please list EXACTLY, don't say “internet”, or “friend”, etc. We need to know to direct our advertising correctly! _____

Please read the following agreement carefully, sign and date the bottom, and return with your booth fee and at least three photos of your work to Craftybug.com by November 1, 2017.

I hereby release Diana Trupiano, Craftybug.com, The International Union of Operating Engineers, their employees, volunteers, agents and heirs from any loss due to theft, fire, flood, or any other event including injury, creating loss of earnings, product, merchandise or supply/display equipment belonging to me. I take full responsibility for all persons in my booth. I understand and agree with these terms and conditions including but not limited to the following:

1. Host is not responsible for lost or misdirected mail.
2. I am responsible for setting up my own booth between 7:00am and 9:45am on Saturday, **November 18, 2017**.
3. I understand that I must supply my own table, extension cords and all other set up supplies I may need.
4. An authorized representative or I will run my booth at all times.
5. I understand that tear down may not take place any earlier than 5:00pm on Saturday, November 18, 2017, unless authorized by Host.
6. I understand that all items must be handcrafted by me, and that any item(s) may be rejected, if deemed unfit or inappropriate for this bazaar, and this determination is at the complete discretion of the Host.
7. I understand there is no promise or guarantee of sales success.
8. I understand that in the event I must withdraw from the bazaar, my **booth fee is non-refundable**.
9. I agree to help advertise the bazaar by distributing flyers to my local area merchants, schools, friends, etc.
10. I agree that photos taken at the bazaar may or may not include me and/or my booth, and any person(s) in my booth, and may be used for advertising or other purposes with no compensation to me.

Name of ALL persons over the age of 18 years to be in booth:

PRINT NAME CLEARLY

Signature:

_____	_____	date _____
_____	_____	date _____
_____	_____	date _____
_____	_____	date _____
_____	_____	date _____

***Please Circle*:** YES NO I WILL NEED ACCESS TO ELECTRICITY

****If you do not indicate yes or no, we will assume you do not need electricity and will place your booth accordingly.***

Please Circle Booth Size Choice:

6 x 6	6 x 8	6 x 10	6 x 12	6 x 14	
\$40	\$45	\$50	\$55	\$60	Total Enclosed: _____

Make check or money order payable to Craftybug.com

Return this completed, signed, dated form, with booth fee to:

Craftybug.com PO Box 2048 Bothell, WA 98041 by November 1, 2017.

Questions? email bazaarinfo@craftybug.com