

Candy Cane Christmas Bazaar Guidelines and Application for Vendors 2025

APPLICATION & BOOTH FEE: Complete the application and email as an attachment to bazaar@gatheringchurch.com. (Webpage: <http://gatheringchurch.com/bazaar>)

Complete the booth fee payment of **\$50** through the Paypal link:

https://www.paypal.com/donate/?hosted_button_id=DZRJPEYA2K9F2

The application and booth fee must be received to reserve your space.

HANDCRAFTED ITEMS: All items must be **HANDCRAFTED** by the vendor. No reselling of trademarked or copyrighted items (e.g. Scentsy, Avon). **Please be as specific as possible when describing your items as we have limits in categories.** This is a family event, so all items must be appropriate for children. We reserve the right to tell you to put away any item not listed in your item description or not appropriate for the bazaar; this applies to both sellable items and decorations.

PERMITS, LICENSES, TAXES: All vendors are responsible for any required permits, licenses, or taxes required by the city or state for your products and have them available for review if needed. **All food vendors must post their permit in their booth space.**

TABLES AND CHAIRS: **Vendors must bring their own 6-foot table(s)**, tablecloth, and all decorations for their booths. **One chair will be provided for each booth.** Vendors may bring additional chairs as needed. Vendors are responsible for leaving their space in the same condition as they found it.

BOOTH SIZE: 8ft. wide x 6 ft deep. Vendors must stay within marked boundaries. Aisles cannot be blocked due to fire code.

VENDOR SET-UP: Vendor set-up time is on Saturday, December 6, from 7:00 am to 8:45 am. All items and decorations must be within the boundaries of the booth, and nothing may be attached or taped to any walls or windows.

VENDOR TEARDOWN: Vendors may start tearing down at 3:01 pm. Teardown must be completed by 4:00pm. If you leave early, you will not be invited to future events.

RAFFLE DONATION: **Vendors will donate a raffle item(s) with a cost between \$15-\$20** for the raffle drawings (big hit with the customers!). Please attach a business card to the item if you have one.

ELECTRICITY: There will be limited electricity available. Vendors will be notified if they will have access to electricity, and they will need to bring their own extension cords.

Candy Cane Christmas Bazaar Application 2025

PLEASE PRINT

NAME: _____ PHONE: _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EMAIL _____ WEBSITE _____

LIST ALL CRAFT ITEMS:

All items must be HANDCRAFTED by the vendor. No reselling of trademarked or copyrighted items (e.g. Scentsy, Avon). **Please be as specific as possible when describing your items as we have limits in categories.** This is a family event, so all items must be appropriate for children. We reserve the right to tell you to put away any item not listed in your item description or not appropriate for the bazaar; this applies to both sellable items and decorations.

1. Number of booths requested (check one) _____ One (\$50) _____ Two (\$100)

2. Do you need access to power? ____ No ____ Yes

(Limited electricity outlets available. Vendors will be notified if access is available.)

3. The vendor confirms that they have/will have the necessary licenses or permits required for their business ____ No ____ Yes

4. Special Requests: _____

VENDOR LIABILITY: THE UNDERSIGNED hereby understands and agrees that The Gathering Place is not responsible for loss, theft, or damage of any vehicles, goods, or other personal property while on the premises. The vendor's signature also proves that they hold harmless directors, employees, representatives, volunteers, and agents from and against all liability, claims, demands, losses, damages, levies and causes of action or suits of any nature whatsoever, arising out of or related to the vendor's activities at The Candy Cane Christmas Bazaar.

SIGNATURE _____ Date _____

If you have any questions, please email the CCChristmas Bazaar Coordinator, Laurie Boyd, at bazaar@gatheringchurch.com or call the church office at 360.696.0333.

Office use: Payment received _____