

**CRAFT FAIR VENDOR APPLICATION
Edwardsville AutumnFest**

I hereby apply as a vendor for the year 2021. The Edwardsville AutumnFest Craft Fair will run on **Friday, September 17, from 4:00 p.m. until 8:00 p.m. and Saturday, September 18 from 9:00 a.m. until 6:00 p.m.** If your application is approved, a vendor packet will be delivered to you.

\$50.00 VENDOR FEE DUE AT TIME OF APPLICATION SUBMISSION
THE COST FOR TWO ADJOINING BOOTHS IS \$80.00.

*******RETURNING VENDORS RECIEVE \$10 OFF FEES*******

Are you a returning vendor? (cirlce one) **YES** **NO**

Name _____

Business _____

Mailing Address _____

City _____ State _____ Zip _____

Email _____

Phone _____ Cell _____

Contact Person _____

Vendor Packet Delivery Preference (circle one): **Standard Mail** or **E-mail**

Please indicate if you require access to an electric outlet: **YES** **NO**

PLEASE DESCRIBE ITEMS FOR SALE

SEE BACK PAGE

RULES OF THE CRAFT FAIR

1. Application deadline is September 3, 2021.
2. We are a Craft Fair; therefore, craft products are primary sales. Some bakery or specialty packaged food (honey, jams, spices, jerky, etc.) will be allowed, but no food vendors serving meals to order will be considered for a space inside the Community Center. Non-profit and other service agencies may be considered.
3. All products will be displayed in a clean and safe manner.
4. Vendors are responsible for leaving a clean area at closing.
5. All vendors shall exhibit professional manners always.
6. Tables for display will be provided.
7. Spaces shall be assigned by the Planning Committee and information on assigned spaced will be included in the vendor packet.
8. Full vendor fees must be paid at the time your application is submitted. Application and/or payment is nontransferable to another vendor. No refunds on application fees shall be given.
9. There is a \$35.00 fee for returned checks, which shall be paid before the application deadline in order to preserve fair space.
10. The City of Edwardsville and/or the Cemetery, Parks, and Public Spaces (CPPS) Board are not responsible for any lost, damaged, or stolen items; or responsible for accidents, injury, or illness. Filling out the registration form and submitting fees serves as the vendor's acceptance of these terms.
11. Collected fees go towards advertising, equipment, maintenance, and other items required to hold the event and are collected in the City's Special Events Fund.
12. Checks and money orders should be made payable to the City of Edwardsville and mailed to 690 S. 4th St., Edwardsville, KS 66111

I/WE agree to abide by all market rules.

Please print name _____

Date _____

Signature _____

Please return completed application along with payment or direct additional questions to:

City of Edwardsville
690 S. 4th St.
Edwardsville, KS 66111

Or e-mail to:

zdaniel@edwardsvilleks.org