

5th Annual
Christmas in Bartlett Station
Bartlett, Tennessee
Arts and Crafts

2012 Booth Rental Agreement

Set-up only Friday, November 23, 2012 3:00 to 7:30

Saturday, November 24, 2011 9:00 to 5:00

All events will be held at the Bartlett Station Municipal Center, 5868 Stage Rd., Bartlett, TN

Anyone renting space hereafter referred to as a Vendor, by signing this agreement, hereby accepts the following terms and conditions. No admission fees will be charged to the public.

1. The vendor is solely responsible for obtaining insurance coverage, if desires.
2. Booth Spaces are approximately 8' x 10' for \$55.00. Checks are acceptable.
3. Deadline is November 1, 2012 the cost will be \$75.00- **cash or check only.**
4. In order to fairly represent and provide a large variety of vendors, we reserve the right to limit representation from exhibitors. You will only be allowed to sell what is on your application.
5. The vendor agrees not to hold the Bartlett Station Municipal Center, City of Bartlett, or Handcrafted Creativity harmless for any/all claims, damages or injuries arising from the vendor's use of booth space.
6. No color hairspray, Silly string, Firecrackers/Water balloons may be sold.
7. No alcoholic beverages may be sold or consumed within the Bartlett Station Municipal Center boundaries.
8. No refunds given after November 1, 2012.
9. Taxes and permits are the sole responsibility of the vendor.
- 10. Vendors will only be allowed to set-up on Friday, November 23, 2012 at 3:00 p.m. only and will end no later than 7:30 p.m. Out of town vendors can set up on Saturday morning, November 24, 2012 at 7:00 a.m.**
- 11. Vendor agrees to stay open Saturday, November 24, 2012 from 9:00 a.m. to 4:00 p.m. Vendors will be allowed in at 8:30 a.m.**
- 12. ALL vendor Vehicles MUST BE moved to THE specified vendor parking area by the start of the show on both days. Vendors are responsible for own trash/clean-up.**
13. Tables and electricity will be available for an additional fee upon request but it is first come first serve, please let us know at time of application. Chairs will be provided.
- 14. NO HEAVY OBJECTS ON RENTED TABLES!!**
15. Vendor agrees to confine operations to his own assigned space and agrees not to infringe upon neighboring vendor.
16. Vendor agrees that the space being rented will be used for the selling or giving away products or services and that the space will not be left vacant.
17. Booth rental is subject to approval by the committee.
18. Before submitting your application, be sure to read it thoroughly. Complete all necessary information, sign the form, and **INCLUDE payment.** Make checks out to **Handcrafted Creativity.**
19. We advertise , in local newspapers, flyers, posters, and we depend on you the vendors, to help us advertise as well. We will provide cards for vendors to hand out. Just contact me at (901)-237-2599.

I have read, and FULLY UNDERSTAND/AGREE, to the above listed terms and conditions. **MUST BE COMPLETED IN FULL**

(Please print) Vendor's Name Date Signature

Mailing Address City State Zip Code Telephone

E-Mail _____ Cell Phone _____

Type of product or service (be very specific)

I need _____ booths @ \$55.00 each for 8 x10 Booth Fee(s) _____

Electricity is LIMITED
Electricity \$5.00 Please add to booth fee
Electricity Yes _____ No _____ Cost of Electricity _____

Tables \$5.00 each Please add to booth fee
Chairs Free

No. of 8ft Tables _____ No. of 6 ft Tables _____ Cost of Table(s) _____

No. of Chairs _____ No Charge
NO HEAVY OBJECTS ON RENTED TABLES!!

Please return application with payment before: November 1, 2012
Confirmation will be mailed to you upon receipt of your booth fee. **TOTAL SUBMITTED \$ _____**

Mail payments and make checks payable to:
Handcrafted Creativity
9560 Trotter Dr.
Lakeland, TN. 38002

Contact: Lisa Johnson (901) 237-2599 , Email: Cconsign1@yahoo.com or
Website: [www. Handcraftedcreativity.com](http://www.Handcraftedcreativity.com)