



Christian Life Schools

5950 Spring Creek Rd. Rockford, IL 61114

2nd Annual Holiday Vendor & Craft Fair

December 8, 2018

9:00 AM – 3:00PM

TERMS AND CONDITIONS

IN CONSIDERATION HEREOF, CRAFTER/VENDOR AGREES TO THE FOLLOWING:

1. No booth will be held without this application/agreement form, fully completed with payment, to guarantee a spot.
2. Fair hours will be Saturday from 9:00 a.m. until 3:00 p.m.
3. Setup/Breakdown: All crafters/vendors (“Exhibitors”) must be set up and ready to sell the day of the Vendor & Craft Fair by 8:45 a.m. Exhibitors are responsible for their own set-up. You will not be allowed to come in and set-up your booth space after 9:00 a.m. and you will forfeit all money that is paid if you arrive after 9:00 a.m. This is required so you do not interfere with potential business of the other Exhibitors around you. Breakdown can start no earlier than 3:00 p.m. on the day of Exhibition and must be completed by 4:30 p.m. ****Before leaving, be sure your area is clean and trash free.**
4. **Staffing:** Exhibitor tables/booths must be manned at all times and intact until show closes at 3:00 p.m. The Christian Life Schools Vendor & Craft Fair is not responsible for merchandise or display materials.
5. **Exhibitor Responsibility:** Exhibitor will be fully responsible for any loss or damage to his or her property by theft, fire, casualty or otherwise. Christian Life Schools expressly disclaims any responsibility for the same. Exhibitors shall be responsible for any damage which may be incurred to the facilities as a result of or in connection with its operation. Exhibitor is responsible for the conduct of their employees and/or representatives and activities must not detract from the image or welfare of the fair.
6. One business per table: Only one business per table; space may not be sublet or shared without prior approval of an authorized staff of Christian Life Schools.
7. **Electricity:** Electricity will be available as a first-come, first-served basis as electricity is not available at all areas. Electricity service requires an additional fee of \$10.
8. Extension cords are not included in the fee and must be provided by the Exhibitor. Extension cords must be in good working condition, no frayed or worn out cords.
9. **Cancellation of Space: APPLICATION FEES ARE NOT REFUNDABLE.** No refunds will be made for weather, accident, health or other causes for non-participation.
10. Absolutely **NO** Gun, Liquor, Tobacco sales nor any gun, liquor, tobacco product accessories, including vaping products. No smoking, including vaping, within the building confines. Christian Life Schools reserves the right, in its sole discretion to determine materials or objects offered for sale to be inappropriate for this venue and require the removal thereof.
11. Christian Life Schools shall not be responsible for, and you (Exhibitor) hereby releases Christian Life Schools for any injury or damages sustained by you from any other Exhibitor on any member of the public.
12. Each Exhibitor will donate one item for the door prize. **This must be turned in immediately on the day of the event (prior to 9:00 a.m.)**



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Name: _____ Business Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Please describe the product(s) you will be selling.

Fees

Booth Size: 10' x 10' _____ @\$40.00 each = \$ _____

6 ft. tables: _____ Yes, I would like a 6' table. @\$10.00 each = \$ _____

_____ No, I DO NOT want a 6' table provided.

Electricity: _____ Yes, I would like electricity. @\$10.00 each = \$ _____

_____ No, I DO NOT need electricity.

NON-REFUNDABLE GRAND TOTAL \$ _____

Please submit all applications and payment to:

Christian Life Schools | CLS Vendor & Craft Fair | 5950 Spring Creek Rd. | Rockford, IL 61114

PAYMENT INFORMATION

Payment must be included with application. Please be sure to add all costs above and make checks payable to Christian Life Schools. We also accept Visa, Mastercard, Discover, American Express.

Please charge my card \$ _____ upon my acceptance to the Christian Life Schools Holiday Vendor and Craft Fair and acknowledges they have read and accepted the terms and conditions.

Account Number _____ CVC# _____

Expiration Date: _____ Signature: _____

Application Signature: _____