

ARTS AND CRAFTS VENDOR APPLICATION – CHRISTMAS IN THE VILLAGE

Friday, December 2, 2016 – 6:00 – 9:00 p.m.

Applicant Information – Deadline – Monday, November 28, 2016

Name _____

Phone No. _____

Name of Company: _____

City: _____ State: _____ ZIP _____

EMAIL: _____

Website: _____

DESCRIPTION OF YOUR CRAFT

Attach a photo of your product and application and drop off at City of Zachary Utility Office on Main Street or email to Chantal Hudson – Prosk8r2@cox.net

10 x 10 Booth Requirements

Must provide own Tent Yes _____ No _____

Must provide own Tables Yes _____ No _____

Must provide own extension cords

A Generator will be provided for the area vendors. Setup is outdoors on gravel area behind City Hall Annex, facing Virginia Street

\$25 NON-REFUNDABLE VENDOR FEE – DONATION WILL BENEFIT THE CHRISTMAS IN THE VILLAGE FUND

Check made payable to The City of Zachary CK # _____

Cash Received by _____

RULES

Spaces are on a first come basis. Setup can begin as early as 3 p.m. Should you need additional time, contact Chantal Hudson, Craft Vendor Coordinator at 225 603-1424 or Email: prosk8r2@cox.net. Take down will not start until 9 p.m. All materials and trash will need to be removed that night. The City will not be responsible for any items that are stolen before, during or after event. Each vendor will operate as an individual entity and will be responsible for collecting his or her own city and state sales tax.

Signature _____