

ARTS AND CRAFTS VENDOR APPLICATION – CHRISTMAS IN THE VILLAGE

Saturday, December 7, 2019 – 6:00 – 9:00 p.m.

Applicant Information – Deadline – Friday, November 29, 2019

Name: _____ Phone No. _____

Name of Company: _____

Address: _____ City: _____ State: _____ ZIP _____

EMAIL: _____

Website: _____

DESCRIPTION OF YOUR CRAFT

Application and payment can be dropped off at City of Zachary Utility Office on Main Street or mailed to

City of Zachary, P.O. Box 310, Zachary, LA 70791 – Attention Sharon Phillips

10 x 10 Booth Requirements

Must provide own Tent Yes _____ No _____

Must provide own Tables Yes _____ No _____

Need Electricity Yes _____ No _____

*** Must provide own extension cords

A Generator will be provided for the area vendors. Setup is outdoors along Florida Street @ Virginia.

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

You can mail Application along with check to: City of Zachary, P.O. Box 310, Zachary, LA 70791 or Pickup application and pay at the City of Zachary Utilities Office, corner of Lee St & Main.

Check 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 Nita Edwards, 225 939-9430 or email at ncedwardsZFM@gmail.com. Take down will not start until 9 p.m. unless rain occurs. 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. Because of the risk of fire, no food that must be heated or cooked will be allowed to be sold at the Arts and Crafts Booths.

Signature _____ Date: _____