

Application for Immanuel Lutheran's 2010 Christmas Bazaar

Saturday, November 20 9:00 a.m.– 3:00 p.m.

Don't Be
Disappointed!
Register
Early !



Your Name:	_____	All individuals are responsible for paying their own sales taxes. Contact Linda if you have questions about licenses.
Business/Group Name:	_____	
Street:	_____	
City,St, Zip:	_____	
Phone No.:	_____	
Email address:	_____	

I plan to display and sell the following items: _____

Please provide additional name tags for the following persons: _____

Size	Price	How many?	
10' x 10' space	\$80.00	_____	
7.5' x 5' space	\$40.00	_____	
Electricity to booth (free to Immanuel church members)	\$8.00	_____	
Total Amount Enclosed		\$_____	

Number of chairs needed:

Tables are provided, upon request, to non-profit organizations and church and school groups only.

Note to Non-Profit Organizations: Ask about our free table spaces for non-profit organizations!

Free table spaces are limited—please reserve early. (Content approval is required.)

Donating proceeds from your booth to Immanuel? Ask about details.

Please send this form along with a check made payable to "Immanuel Lutheran" to reserve your booth.

Mail to: Linda Sedlacek
424 Megan Lane
Milliken, CO 80543

Questions?

Call Linda at (970) 663-6767
or better yet, email:
LindaSedlacek@msn.com

- Applications will be accepted until November 15, or until the event is full (usually by the first of September).
- Chairs are provided free of charge, but all other displays, including tables, are your responsibility. (We provide tables to "non-profits" & members only.)
- Set up times will be Friday evening, Nov. 19, 5:00 pm - 8:00 pm and Sat. morning at 7:30 am. All displays must be ready no later than 8:30 a.m.

As a vendor/participant in the Immanuel Lutheran Christmas Bazaar, I have read and fully understand and agree to all the rules set forth in this application and to the release as outlined on the reverse side of this application:

Applicant's Signature _____

Date _____



Immanuel Lutheran Presents our 2010 Christmas Bazaar



Important Rules & Instructions to Review:

Our 2010 Christmas Bazaar will be held on Saturday, Nov. 20 from 9:00 a.m. until 3:00 p.m. Immanuel is located at 4650 Sunview Drive, which is right on Hwy. 287 (N. Garfield Ave.) and just south of 50th. Street in north Loveland.

Publicity: As usual we are planning extensive publicity for this bazaar, including the church & school website, various internet craft show websites, flyers, posters, local newspaper ads, church bulletins, newsletter articles, Craigslist, and drive-by signs.

We offer a large 10' x 10' size as well as a smaller 7.5' x 5' size, which is basically big enough for a 6' - 7' table and a couple of chairs. If you want two or more spaces, you are welcome to "mix & match" sizes that are adjacent to each other. Booths in the atrium and the gym seem to be equally well attended and the traffic flow is good throughout both areas. You may state your preference of rooms or spaces on the application if you wish, but we cannot guarantee any particular space. Booths are filled on a "first come, first served" basis and are subject to change if we deem necessary. (We will do what we can to accommodate your wishes, however.)

Please plan to provide your own displays and/or tables. Chairs will be provided by us upon request at no additional cost. Electricity is available to a limited number of booths for a nominal fee. If you would like two booths together (side by side or back to back—need not be the same size), please note that on the application—and apply early for best results.

Booth rental costs are listed on the reverse side. The number of booths are limited and will be filled on a "first come, first served" basis, **so reserve early.** **Payment is expected with your application submission.**

Acceptable items: We will accept commercial items as well as handcrafted items, but they must be appropriate and in good taste. In order to maintain a balanced show, the number of exhibitors participating in each category will be limited so that we can provide maximum appeal to the visitors.

Food Stand available: There will be a food stand in the gym offering homemade breakfast and lunch foods throughout the day. (The homemade chicken noodle soup is wonderful!)

For Church & School Groups or members donating proceeds to Immanuel: An application must be turned in to reserve your space. If you do not reserve early, please understand that there may not be a space left for you as we fill up quickly. You are not required to pre-pay an amount to reserve your space — your space will be considered a confirmed reservation when we receive your application. Please note that the normal rental amount due on your booth should reflect the minimum amount of your donation. Tables are available upon request to church and school groups.

Non-Profit Organizations: We have a limited supply of table spaces available at no cost to non-profit organizations wishing to display information or sell items for charities. Please ask about the availability of these table spaces.

Set-up: Set-up times will be available Friday night, November 19, from 5:00 p.m. until 8:00 p.m. and Saturday morning starting at 7:30 a.m.

All displays must be set-up by 8:30 a.m. Saturday morning. If your booth is not set up by that time, you will forfeit your space and no refund will be issued.

Booth areas will be taped off and displays cannot extend beyond this marked area. Please pull the tape up around your space once your booth and neighboring booths spaces are set up and in place. Your booth presentation will look surprisingly better with the tape gone from the floor.

Deadline for reservations is November 15, but in recent years we have been filled by the first part of September. You will receive confirmation of your reservation upon approval. No refunds will be allowed after November 10.

Security: Although we have never had a problem in past years, we usually have a security guard on duty Friday night during set-up times to keep an eye on unattended booths already set up. We do recommend that you bring something to cover your products with between the time you set up and the bazaar opens on Saturday morning, however.

Please read the release shown below and understand that your signature on the front side of this application shows your agreement to the rules on this page, as well as the release below.

Release:

As a participant in the Immanuel Lutheran Christmas Bazaar, I fully understand and agree to the following:

- I recognize and acknowledge that I assume full risk of any injuries, property damage or loss which I may sustain as a result of my participating in any and all activities connected with or associated with my participation in this bazaar. Further, I understand I store my products overnight and during the bazaar at my own risk.
- I agree to waive and relinquish all claims I may have against Immanuel Lutheran Church & School, all associated sponsors and any agents thereof, as a result of my participation in the bazaar and that I share my products and services at my own risk.
- Contractor expressly agrees to indemnify and hold harmless Immanuel Lutheran Church & School or any of its leaders, employees, elected officials or insurance carriers from any and all claims, damages, liability, or court awards, including costs and attorney's fees, that are or may be awarded as a result of any loss injury, or damage sustained or claimed to have been sustained by anyone, including but not limited to, any person, firm, partnership, or corporation, in connection with or arising out of any omission or act of commission by Contractor or any of its employees or agents in performing work pursuant to the Agreement or arising out of, connected with, or in any way associated with the activities of this bazaar.
- I agree that all demonstration and exhibits may be photographed for publicity purposes.
- I agree to abide by all rules set forth in this application.