

# 5th Annual



## Vendor Application

The Unitarian Universalist Congregation of Tuscaloosa (UUCT) and Grace Presbyterian Church are excited to cosponsor the fifth annual Holiday Market (the "Holiday Market") to showcase the unique handmade arts & crafts of our local artists and to raise funds for church programming and community support. The Holiday Market will be held Saturday, November 16th, 2019, from 9:00 a.m. to 2:00 p.m. at Grace Presbyterian Church, 113 Hargrove Road, Tuscaloosa, Alabama. Please fill out and submit this application if you would like to be considered as a vendor at the Holiday Market.

### Vendor Name and Contact Info (Each, a "Vendor"):

Name (First & Last): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City & Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_ Facebook: \_\_\_\_\_

Website: \_\_\_\_\_ Other: \_\_\_\_\_

### Type of Products for Sale (Check All that Apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Fine Art (Painting, Sculpture, etc.) | <input type="checkbox"/> Jams, Jellies, Honey, etc. |
| <input type="checkbox"/> Pottery                              | <input type="checkbox"/> Jewelry                    |
| <input type="checkbox"/> Weaving, Knitting, etc.              | <input type="checkbox"/> Quilting & Felting         |
| <input type="checkbox"/> Decor (Wreaths, etc.)                | <input type="checkbox"/> Toys & Games               |
| <input type="checkbox"/> Basketry & Woodworking               | <input type="checkbox"/> Holiday Items              |
| <input type="checkbox"/> Stationery, Paper Products           | <input type="checkbox"/> Photography                |
| <input type="checkbox"/> Bath & Body Products                 | <input type="checkbox"/> Other: _____               |

### Fees and Space Needs:

Fees: \$50 without electricity and \$55 with electricity if postmarked on/before September 30, 2019.  
\$60 without electricity and \$65 with electricity if postmarked on/after October 1, 2019.

Each "Space" includes one table (8 feet by 30 inches) and two folding chairs.  
Spaces with electricity are limited and will be assigned on a first-come, first-served basis.  
Please indicate electricity need here: \_\_\_\_\_

Additional Needs (e.g., access, heavy equipment): \_\_\_\_\_

**TERMS & CONDITIONS**

**1.Set-up/Break down:** The Holiday Market venue at Grace Presbyterian Church will open Friday, November 15th, from 2:00 p.m. to 6:00 p.m. and also Saturday, November 16th, at 7:15 a.m. for set-up. Set-up must be completed by 8:45 a.m. November 16th. The Holiday Market will open for business at 9:00 a.m. and close at 2:00 p.m. No Vendor may close before the official closing time. Vendors will have from 2:00 p.m. to 3:00 p.m. to break their Spaces down. Vendors are responsible for their assigned Spaces. Before leaving, Vendors must ensure that their Space is clean and trash free. **One table and two folding chairs are provided. VENDORS MUST SUPPLY ALL OF THEIR OWN DISPLAY NEEDS.**

**2.Staffing:** Vendor Spaces must be staffed at all times and remain in place until the Holiday Market closes. UUCT and Grace Presbyterian are not responsible for merchandise, display materials, or any other items brought by Vendors to the Holiday Market ("Vendor Property").

**3.Merchandise:** Items for sale should be predominantly handmade. UUCT and Grace Presbyterian reserve the right to remove from the Holiday Market items that are not predominantly handmade.

**4.Copyrighted Items:** Vendors who offer for sale items which incorporate copyrighted symbols or images must have a license. Items incorporating UA symbols or images must have a current craft license from UA authorizing that use. Please see <https://rolltide.com/sports/2016/6/10/licensing-crafters-html.aspx>.

**5.Vendor Responsibility:** Each Vendor is responsible for any loss or damage to their Vendor Property. UUCT and Grace Presbyterian expressly disclaim any responsibility for Vendor Property. Each Vendor is responsible for any damage that may be incurred to the Holiday Market venue as a result of or in connection with that Vendor's activities or operations. Each Vendor is responsible for the conduct of their staff, representatives, and volunteers. No activities may detract from the image or purpose of the Holiday Market. Vendors must conduct themselves in a respectful, responsible manner.

**6.Vendor Spaces:** Vendor Spaces will be assigned by UUCT. Placement, flow, and type of items/merchandise offered for sale will be taken into consideration to provide the best experience for Holiday Market attendees. If you have special Space needs, please include your request on the first page of this application and UUCT will make every effort to accommodate you. Spaces will generally be assigned on a first-come, first-served basis. Vendors must ensure that their display equipment (including any rails, stands, or additional equipment) do NOT extend beyond the Space they are assigned.

**7.One Business per Table:** Only one (1) business per Space. A Space may not be sublet or shared without prior approval.

**8.Acceptance:** UUCT and Grace Presbyterian reserve the right to decline any applications if either deems such action to be in the best interest of UUCT, Grace Presbyterian, and/or the Holiday Market.

**9.Payment:** The application fee is a non-refundable registration fee and is due with the submission of the application.

**10.Electricity:** Spaces with electricity are limited and are available on a first-come, first-served basis. Placement of any extension cords must be approved by UUCT and/or Grace Presbyterian. **Vendors must provide extension cords.**

**RELEASE AND WAIVER:** The Vendor agrees to indemnify and hold harmless UUCT and Grace Presbyterian and any members, affiliates, staff, and volunteers of UUCT and Grace Presbyterian from and against any loss, expense, claims, damages, causes of action, injuries, or suits to person or property, including attorney's fees, arising out of or related to the operation of the Holiday Market.

**Vendor Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Amount Enclosed:** \_\_\_\_\_

**--> Please make checks payable to "UUCT". Write "Holiday Market" on the Memo line.**

**--> Mail this application and your check to:**

**Unitarian Universalist Congregation of Tuscaloosa (UUCT)  
6400 New Watermelon Road  
Tuscaloosa, AL 35406**

**For more information, please contact Karen Croneis, [kcroneis at comcast.net](mailto:kcroneis@comcast.net).**

For Office Use Only

Postmarked: \_\_\_\_\_ Vendor Name: \_\_\_\_\_  
Check Number: \_\_\_\_\_ Check Amount: \_\_\_\_\_ Date Deposited: \_\_\_\_\_  
Decision: Yes No Waitlist Decision Date: \_\_\_\_\_ by: \_\_\_\_\_  
Date Vendor Notified: \_\_\_\_\_ by: \_\_\_\_\_

2019 July 30