



Arcadia Valley Chamber of Commerce
Christmas in the Valley

December 3, 2011
Vendor Registration Form

Spaces are 6'x8' (\$10 each) and 8'x8' (\$15 each). **Please provide your own chairs and tables.** You may begin by setting up on Saturday morning, Dec. 3rd, at 10:00 a.m. The Arcadia Valley High School, the City of Ironton, and the Arcadia Valley Chamber of Commerce will NOT be responsible for the safety of your property.

Vendor Name _____

Address _____

Phone: _____ Cell: _____

E-mail: _____

Booth Size Wanted and Number of Booths: 6'x8' (\$10) _____ 8'x8' (\$15) _____

Description of Product Being Sold: _____

Application deadline: **Nov. 26th.**

I have read the Policies and Procedures for vendors/participation and I agree to follow the guidelines, rules and regulations of this event. I hereby waive and hold harmless the organizers and members participating in the event and state they shall not be held liable for any personal accidents, injuries, theft or damage of property in any way.

Signature _____

Date _____

Total number of Spaces needed _____

Total Amount Enclosed \$_____

Please make checks payable to: A.V. Chamber of Commerce

Return application to Patty Claney, 47247 Hwy. 49, Annapolis, MO 63620



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Vendor Policies & Procedures

Space Sizes: Spaces will be 6'x8' and 8'x8' for the event. You must indicate how many spaces are needed on the form.

Taxes: Each vendor is responsible for determining their liability for collecting and remitting any sales tax that may be required by law.

Security Policy: The Arcadia Valley Chamber of Commerce, Arcadia Valley High School, nor the city will be held liable for any property loss or damage, nor any merchandise damage or theft.

Space Assignments: The application and its acceptance constitute a contract to use an indoor space. The committee reserves the right to reassign or change a space if necessary. Spaces are not transferable by vendors. First come, first served, special needs/handicapped access will be given special consideration.

Set Up: Vendors may begin setting up booths at 10:00 a.m. on the morning of December 3rd.

Closing Time: Vendors will be permitted to keep their shops open until 8:00 p.m. on Saturday.

Pet Policy: No pets will be allowed at this event, as this is an indoor event. Special consideration will be given to service animals for the handicapped.

Confirmation: The committee reserves the right to refuse any vendor application. Applications received without a description of merchandise to be sold will be returned.

Refunds: There are no refunds; the festival is held rain or shine.

Questions: For further information, questions or concerns, please contact Patty Claney at 573-598-1064 or send e-mail to bigcreekrvpark@centurylink.net.