

2024 GREEN BAND HOLIDAY CRAFT SHOW

PLEASE READ THIS CONTRACT IN FULL AS SOME OF THE RULES HAVE CHANGED FOR THE 2024 SHOW

ALWAYS THE FIRST SATURDAY IN NOVEMBER

Saturday, November 2, 2024 from 9:00 am - 4:00 pm

HARD DEADLINE FOR RETURNING VENDORS TO SECURE BOOTHS IS MARCH 31, 2024.

This is now a juried show. Our committee decides on what is needed in our show based on ALL the contracts submitted. We NOW require all vendors to provide pictures along with their contracts. NEW vendors will be added to the show after April 1, 2024. Any returning vendors submitting contracts after deadline, will be considered NEW and subjected to the same juried scrutiny as new vendors. Please send pictures to gbsbandholidaycraftshow@gmail.com. Please note on special requests that you sent pictures via email. We will look at direct sales only if they can fit into our layout and vision for the craft show.

NEW VENDOR CONTRACTS WILL BE ACCEPTED AFTER MARCH 31, 2024.

GREEN BAND HOLIDAY CRAFT SHOW CONTRACT

THIS CONTRACT MUST BE SIGNED AND MAILED WITH ALL 3 PAGES AND FULL PAYMENT.

- 1. DEPOSIT FEE IS \$75 PER FOOD TRUCK BOOTH TO SECURE SHOW.**
 - a. THIS FEE IS NON-REFUNDABLE UNDER ANY AND ALL CIRCUMSTANCES.**
 - b. INCLUDES ONE business card size advertisement per vendor (vendor must provide business card when submitting contract) in our directory that will be given to all customers upon arrival at the show.
 - c. Spaces are 8ft long for a single space, 16ft for double, 24ft for triple and 32ft for quadruple.
 - d. There is ONE 8ft table per 8ft booth. Any deviations to this rule, must be approved by the craft show coordinators prior to the day of the show.
 - e. If you require electricity for your display, you must bring an extension cord and surge protector to access the electricity in your area. Electricity may not be right at your booth. Electricity cannot be run across walkways anywhere in the building for safety reasons. Booths with electric will be given first to vendors who are accepted into the show who need electric for their displays.
 - f. There must be a 2 ft open area on the end of each booth for fire regulations. Also, if your booth is located in a hallway with an exit, please set up to one side, leaving at least 2ft between your table and the wall.
 - g. 2 chairs are included per booth and must be requested on the application.
 - h. A waitlist will be established when we have a full show. Vendors must apply for the waitlist with contract, pictures and full payment. We will contact vendors from this list ONLY when we have an opening. Do not show up at the show unless we have called you.
 - i. Each NEW vendor or vendor who misses a year or more MUST send pictures of your craft or artwork, plus one of your booth set up with your contract. These pictures can be printed on printer paper or emailed to the vendor coordinator. Pictures help in placement and limiting like items to the show and in the area you are placed.
 - j. WE WILL NOT HOLD RETURNING VENDOR BOOTHS PAST THE MARCH 31, 2024.**
 - k. Payment for booths must be made in full. We do not accept deposits.
 - l. WE RESERVE THE RIGHT TO REFUSE ANY VENDOR ADMITTANCE INTO THE SHOW FOR ANY REASON REGARDLESS OF VENDOR PAST ATTENDANCE.**
 - m. Although we will make every effort to keep returning vendors in the same booth, we reserve the right to move vendors to different booths, regardless of past attendance, to preserve the integrity and flow of the show.
2. Specialty gift basket sets with coffee/teas, cookies, candles, lotions, spices, bread mixes, etc. are acceptable handmade items. We will accept direct sales vendors based on a juried acceptance and what fits with our vision for the show.
3. Vendors may sell homemade specialty items such as pumpkin rolls, nut rolls, cookie trays, baklava, etc. however all ingredients must be listed on the table and on the packages or given to consumers in a paper form when purchasing. This is required by OH law.

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4. **ENTRY INTO THE SCHOOL FOR SET-UP WILL START AT 6:30 AM ON SATURDAY.**
 - a. We are not permitted to have Friday evening set-up.
 - b. You **MUST** be completely set-up by 8:45 am on the day of the show.
 - c. No breakdowns are permitted before 4 pm.
5. All tables must be skirted to the floor. Please make sure your table cloths follow these guidelines. If you need a link to purchase a tablecloth that follows these guidelines, please check your confirmation email for the link or contact the craft show vendor coordinator.
6. No displays over 6ft tall from the floor are allowed for safety reasons.
7. **BOOTHS MUST HAVE COVERAGE AT ALL TIMES. Vendors must be present at their booths or have coverage for the day.** No children under twelve are permitted behind the tables. Any exceptions will need to be approved by the craft show coordinators in advance.
8. Band representatives and/or school personnel reserve the right to ask any vendor to leave the grounds if rules and regulations of the school are not met. This includes any confrontations between sponsors, crafters, school personnel, band students and/or customers. Refunds will not be made to vendors.
9. We reserve the right to ask you to remove any items we find objectionable, if your items are not displayed properly in your booth space or if your booth is set up in a way that may cause a fire hazard.
10. **NOTHING** can be glued, taped, or tacked onto the walls or to the floor. **IF THIS HAPPENS, YOU WILL NOT BE ALLOWED BACK.**
11. Vendor Licenses are your responsibility.
12. No burning of candles will be permitted.
13. No smoking or alcoholic beverages are allowed on the school grounds.
14. We will have band students and band boosters available throughout the day to assist crafters. They can be utilized for loading and unloading crafts before and after the show.
15. Vendors must write their craft in detail on the contract. Any deviation from this description must be approved by the show coordinators prior to the show.
16. **WE REQUIRE ALL VENDORS TO HAVE AN EMAIL FOR CONFIRMATION OF ACCEPTANCE AND FOR OTHER COMMUNICATIONS ABOUT THE SHOW.**
17. Please sign below and send or drop off all 3 pages of contract and payment with pictures (if applicable) to
Green Band Boosters
% Valerie Schwartz
1376 Medley Drive,
North Canton, OH 44720

CONTRACT AGREEMENT AND LIABILITY RELEASE

Please sign this contract/liability release and include it **(ALL 3 PAGES)** with application and payment made out to "GREEN BAND BOOSTERS" and mail to or drop off at the address above.

TO INSURE THE TIMELY PROCESSING OF YOUR CONTRACT PLEASE DO NOT MAIL TO ANY PO BOX LISTED ON OUR WEBSITE OR TO THE GREEN HIGH SCHOOL PO BOX. PLEASE MAIL TO OR DROP OFF ONLY TO ADDRESS LISTED ABOVE.

I agree and understand that Green High School and their employees, Green Band Boosters and their volunteers, Green Band Students and Green Local Schools are not liable and/or responsible for any damage and/or injuries occurred in assisting in transporting crafts, display units, and/or any items related to the Green Band Booster's Holiday Craft Show.

I fully understand and agree to the terms and conditions of this contract and liability release.

PRINTED NAME

SIGNATURE

DATE

2024 GREEN BAND HOLIDAY CRAFT SHOW

FOR ADMIN USE ONLY - VENDORS DO NOT WRITE BETWEEN THESE LINES

BOOTH #s _____ ENTRY DOOR _____
BUSINESS CARD SUBMITTED? ____ YES ____ NO
____ RETURNING _____ BOOTHS
____ NEW _____ PICTURES SUBMITTED VIA EMAIL _____ TABLES
____ ELECTRIC _____ CHAIRS
_____ DATE RECEIVED _____ CASH _____ CHECK# _____
_____ DATE CONFIRMATION SENT _____ WAITLIST

GREEN BAND HOLIDAY CRAFT SHOW CONTRACT APPLICATION

SATURDAY, NOVEMBER 2, 2024

Please return this form and contract with payment made out to **GREEN BAND BOOSTERS** along with pictures if you are new or have missed a year or more. We do not accept contracts without payment, even if you are applying for the waitlist. We will return waitlist checks if you do not attend the show. You can access the contract online at www.greenbandboosters.org if you need a copy for yourself.

ARE YOU A RETURNING FOOD TRUCK? YES ____ NO ____ (You participated in the 2023 show)

ARE YOU A NEW FOOD TRUCK? YES ____ NO ____ (You did not participate in the 2023 show)

Please print or email pictures of your craft and booth setup and include with your application.

PLEASE READ AND PRINT LEGIBLY ALL INFO BELOW. THANK YOU!

COMPANY NAME (If applicable)

YOUR NAME (Please provide your name even if you have a company name. We list vendors by name.)

ADDRESS

CITY

STATE

ZIP

PHONE

E-MAIL (You must have an email listed. Email is now required for all show communications.)

Please make all payments out to "GREEN BAND BOOSTERS"

DEPOSIT PAID: \$ _____

SALES OF THE DAY: \$ _____

10% OF TOTAL SALES: \$ _____

TOTAL PAYMENT ENCLOSED \$ _____

I, _____ owner of the above Food Truck, agree to pay the **GREEN BAND BOOSTERS** 10% of my total Food Truck sales on SATURDAY, November 2, 2024, to provide a menu that the coordinators of the craft show will distribute to the vendors and volunteers at the GHS Band Holiday Craft Show and to supply food for the Bulldog Cafe inside.

SIGNATURE

DATE