



2018 Vendor Holiday Craft Fair

For Town Use Only: 2510-6790-5515

Last Name: _____

Space #: _____ Power: _____

Vendor Information—Please PRINT CLEARLY using black or blue ink

Name: _____

Business Name: _____

Mailing Address: _____

City: _____ Zip: _____ Email: _____

Phone: _____ Cell Phone: _____ Fax: _____

General event rules **NEW: You must supply your own table/s and chair/s.**

- **100% HAND CRAFTED ITEMS ONLY** No mass produced or imported items.
- All applicants selling new items, must have Resale License attached when accepted.
- There is no water access. Electrical access is limited to along the walls; bring extension cords and surge protectors.
- Payment is due 30 days before the event. At 2 weeks before, a \$10 late fee will apply and your space may not be guaranteed.
- Cancellations: No refunds less than 30 days before the event.
- Vendor space assignments are at the discretion of the Event Coordinator.
- We reserve the right to accept applicants with similar or the same products for the same event if we feel the size of the crowd warrants it.
- Set up details will be sent no later than one week before the event. You must be set up by 8:30 am the day of the event.
- DO NOT pack up prior to 3 pm.
- No bake sale, snack items or beverages may be sold, except by approved food vendors.
- No smoking allowed anywhere on building property.

Holiday Craft Fair

Apple Valley
Conference Center
14975 Dale Evans Pkwy.

Nov. 3 & 4
9 am-3 pm

10' x 7' inside space
\$60 (mandatory two days)

15' x 15' outside space
\$20 (per day)

Items Sold/Information Provided

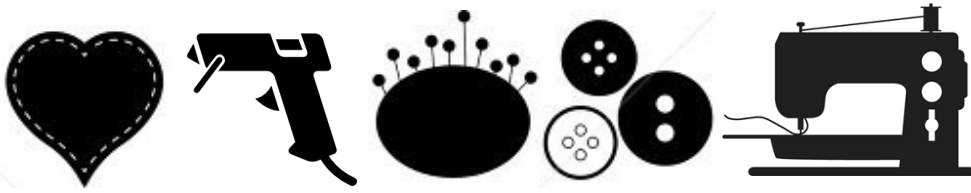
You must describe all items that you will sell and services or information you will provide. These descriptions assist us as we try to avoid placing someone with similar items next to you, or avoid too many vendors selling the same item. Items not listed will not be permitted at the event.

Number of spaces requested:

7'x10' inside _____

15'x15' outside _____

Do you need access to
low-wattage power?
Inside only:



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Help us spread the word! We will email a flyer as soon as they're ready. You can let us know then if you'd like some printed copies as well.

Recreation Department: efratt@applevalley.org
 (760) 240-7000 X 7882 or X 7894 Fax: (760) 240-7887

Make checks payable to: Town of Apple Valley
 14955 Dale Evans Parkway Apple Valley, CA 92307

BUSINESS LICENSE: If you are a vendor at three or more Town events you are required to have a valid Town of Apple Valley Business License. For information on business licenses please call: (760) 240-7000 X 7707.

A PHOTOCOPY OF YOUR CURRENT BUSINESS LICENSE MUST BE ATTACHED. **Business License #:** _____

RESALE License: Attach a copy of your license with this applications. All event vendors selling NEW items MUST have a resale number, no exceptions. This is free of charge and is obtained through the State Board of Equalization. The application can be downloaded at www.boe.ca.gov or for more information please call (951) 680-6400.

Resale #: _____

I have read and understood the Event Vendor Requirements, Vendor Acceptance Policies, Fire and Health Department Requirements and this application and agree to abide by the rules and requirements as set forth, therein and any others that may be implemented. I understand that failure to abide may result in a non-refundable loss of fees, not being allowed to set up the day of the event, or removal from the event, and may prevent my participation in future events held by the Town of Apple Valley.

Sign Here: _____ Date: _____

Late fee applies 2 weeks prior to the event. **TOWN USE ONLY:**

Inside vendors ONLY:

Event	# of Spaces 7' x 10'	Late Fee +\$10	Total Due \$60 per space for two days	Total Paid	Date Paid	CK # CASH CC/ATM	Initial	Receipt #
Holiday Craft Fair Nov. 3 & 4 Mandatory two days								

Outside vendors ONLY:

Event	# of Spaces 15' x 15'	Late Fee +\$10	Total Due \$20 per space per day	Total Paid	Date Paid	CK # CASH CC/ATM	Initial	Receipt #
Nov. 3								
Nov. 4								

Town of Apple Valley notes only:

Added to Database
 Added to Business License log
 Added to Spread Sheet
 Resale License Attached