

**Fall/Winter Craft Show**

**Saturday October 28, 2023**

**9:00am-2:00pm**

**Vendor Application**

Please email to: director@theleipsiccenter.org or send to: The Leipsic Community Center

 120 E Main St., PO Box 63

 Leipsic, Ohio 45856

Business or Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

 Check box if need access to electricity (there is a $10 additional fee)

Description of business\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Policies and Regulations**

* Each booth space in the gym is 10 x 10. You must supply your own tables. We have chairs available.
* In the event that all 10 x 10 booths are filled in the gym, additional booth space/sizes will be made available throughout the community center.
* Maximum of three 8’ tables allowed in the10’x10’ booths. You will receive a floor plan of the setup area and instructions as to how tables must be arranged.
* Rent is $35 for a booth. No space is reserved unless payment has been received. There is a $10 additional fee for booths with electricity.
* You will receive an assigned numbered booth when registered
* You may set up Friday evening from 5pm-6pm, and/or Saturday morning from 7:00 am to 8:30 am
* Space is first come/first serve. Deadline to register is October 13, 2023.
* Categories will be limited to assure a proper balance
* All pertinent fire codes, laws, ordinances and regulations pertaining to health, fire prevention, and public safety shall be strictly obeyed
* Insurance, if desired by you, must be obtained at your own cost and expense. The promoter, The Leipsic Community Center, assumes no risk; and by acceptance of this agreement, the exhibitor and associates expressly release the promoter, The Leipsic Community Center, from any and all liability
* Exhibitors must notify The Leipsic Community Center in case of cancellation. There is a 50% cancellation fee prior to October 13, 2023 and then no refunds after this date.

I certify that I have read this contract and understand and agree to all terms.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_