

**Brownson Craft Fair
November 14, 2020**



**PRESBYTERIAN
WOMEN**

TERMS AND CONDITIONS

1. **Media:** handcrafts, paintings, graphics, photography, weaving, textiles, needlework, basketry, candles, jewelry, woodworking, folk art, leather craft, stained and blown glass, floral creations.
2. **Eligibility:** Open to all artists, artisans and crafts creators, 18 years or older.
3. **Not Accepted:** Imported or commercially produced crafts, buy/sell items, candy or food products or any item not made by the crafter. Brownson reserves the right to have items removed that are considered not appropriately made.
4. **Setup/Breakdown:** All vendors must be set up and ready to sell by 9:30 AM the day of the Fair. Vendors may begin setting up at 6:30 AM the day of the Fair. No vendor is to close before the official closing time. Sellers are responsible for their selling space. Before leaving, be sure the area is clean and trash-free.
5. **Staffing:** Vendor tables must be manned at all times and intact until the Fair closes at 2:00 pm.
6. **Vendor Responsibility:** Vendor will be fully responsible for any loss or damage to his or her property by theft, fire, or casualty. Brownson Presbyterian Church expressly disclaims any responsibility. Each vendor is responsible for the conduct of his or her representatives and activities must not subtract from the image or welfare of the Fair.
7. **Vendor Spaces:** Vendor spaces will be assigned. Placement, flow, and competition will be taken into consideration to provide the best experience for Fair attendees. Special requests should be indicated on the application to be reviewed by the Craft Fair Committee. Spaces will be reserved on a first-come, first-served basis. Vendors must ensure that none of their display equipment extends beyond the space they have booked.
8. **One Craft per table:** Only one craft per table. Space may not be sublet or shared without prior approval of the authorized representative of Brownson Church.

9. **Acceptance:** Brownson Church reserves the right to decline any application for space if it deems such action to be in the best interest of the Fair.
10. **Payment:** The full payment is a non-refundable registration fee for the selected space and is due with the submission of this agreement.
11. **Electricity:** Electricity will be available as a first-come, first-served basis as electricity is not available in all areas. Electrical service requires an additional fee of \$10. Extension cords are not included in the fee and must be provided by the Vendor.
12. **Music:** Music will not be permitted in the space.
13. **Tables and Chairs:** A 6' x 30" table and two chairs are included in the fee.
14. **Cancellation of Space:** Application fees are not refundable. Brownson Church is not liable if conditions prevent the vendor from attending or fulfilling the contractual obligation as a Vendor. No refunds will be made for weather, accident, health or other causes for non-participation.
15. **Indemnification:** Vendor agrees to indemnify and hold harmless Brownson Memorial Presbyterian Church from and against any loss, expense, claims, damages, causes of action, injuries, suits or damages, suits to person or property, including attorney's fees, arising out of or related to the operation of the Vendors and use of the facilities at the Brownson Craft Fair.

Name _____ Date: _____