

St. Leo Christmas Bazaar
Vendor Application
November 9th, 2024

Please complete all parts of this form to apply for a table(s) at the St. Leo Christmas Bazaar and return no later than 10/11/2024, so that we may serve you as promptly as possible. **The event will be held on Saturday, November 9th from 9a.m. - 4p.m.**

Terms and Conditions:

*Tables are rented on a first come, first served basis. **We reserve the right to limit the number of Direct Sales Vendors and also reserve the right to limit the number of vendors in a particular category (i.e. jewelry).**

*St. Leo Christmas Bazaar may choose to deny a vendor based on appropriateness of products and duplication of vendors.

* We will offer and encourage set up, Friday the 8th from 4:00-6:00. Setup on the 9th begins at 7:00am.

*Fee is \$50 per 8 foot table. If you would like to bring your own table (8 feet or smaller), fee is \$45. Fee is payable at the time of application. All booths are a 10x10 area.

*Electrical access is an additional \$10 fee. Note: Electrical access is limited and will be approved on a first come, first served basis.

*Participants are responsible for the setup and cleanup of their tables. Participants may not impair other spaces (i.e. sign or display blockage). Vendors will not be allowed to move locations once a space has been assigned.

***Cancellation policy: Booth fees are nonrefundable. If you need to cancel for any reason, please notify the St. Leo Christmas Bazaar immediately.**

*Vendors keep all profits from their sales.

Name _____

Business Name _____

Mailing Address _____

City _____ State _____ ZIP code _____

Telephone _____

Email _____

Brief description of product: _____

Category of Product (please check all that apply):

Fine Art Handmade Jewelry Local Artist Crafts Clothing

Woodworks Holiday Edible treats Other _____

Electric availability is limited within St. Leo. If you require electrical outlet access, there is an additional fee of \$10. We fulfill these requests to the best of our ability.

___ Yes, I require electrical access (you will need to provide your own extension cords)
Additional table requests/accommodation needs? (Need to be near a wall, another vendor, etc).
We will do our best to accommodate you. Changes will not be made the day of the event. _____

TABLES: One eight foot table and 2 chairs will be provided for the fee of \$50 You will need to provide your own table coverings if you require them. Each vendor is responsible for the setup and cleanup of their table.

DOOR PRIZES: We request that each vendor donate an item of your choice to be used as a door prize.

Description of item to be donated: _____
Please make checks payable to St. Leo School.

I have included a check for the amount indicated below for the St. Leo Christmas Bazaar. I have read and understood the terms and conditions of the event.

Vendor Signature: _____

Fees included:

Booth with table \$50 x _____ tables = \$ _____

Booth without table \$45x _____ = \$ _____

Electrical access \$10 = \$ _____

Total Enclosed = \$ _____

Mail completed form and check to :

St. Leo Christmas Bazaar

% Angela Wasik

St. Leo School

255 Hometown Rd.

Versailles, KY 40383

For further information, contact Angela Wasik at angela_wasik@yahoo.com or 859.317.3586