

St. Mary School 16th Annual Fall Festival
Vendor Agreement
October 28, 2023
4:00 PM – 10:00 PM

Please complete all components of this form to secure a vendor space at the St. Mary Fall Festival. The event will be held on Saturday, October 28th from 4-10 PM.

Terms and Conditions:

- No Refunds / No Rain Date
- Spaces are rented on a first come, first serve 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)
- The Fall Festival Committee may choose to deny a vendor based on appropriateness of products and duplication of vendors. Vendors may not sell any type of alcoholic beverages of any kind.
- Setup begins at 2:00 pm on October 28th, no later than 3 pm.
- Tables will be outdoors (we recommend you bring a tent, no larger than 10'x10').
- \$35.00 fee for single space.
- Electrical access is very limited and will be approved on a first come, first serve basis.
- Vendors are responsible for their own Table up to 6 ft.

Participants are responsible for the set-up and clean-up of their tables. Participants cannot impair others booths (i.e. sign or display blockage). Vendors will not be allowed to move booth locations once a booth has been assigned. No exceptions.

Cancellation Policy: Any vendor, who is not paid in full by October 13th, will lose their deposit, and their space will be released. If a vendor cancels after October 14th, they will forfeit their deposit.

Vendors keep all profits from their booths.

St. Mary 16th Annual Fall Festival
Vendor Application

Name: _____

Business Name: _____

Mailing Address: _____

City _____ State _____ ZIP Code _____

Telephone: Home _____ Mobile _____

E-mail: _____

Brief description of product(s): _____

Type of products: _____ Local Business _____ Handmade _____ Direct Sales

Other _____

*** Vendors are responsible for their own table and tent ***

“Pick a Prize Raffle”: As part of an additional fundraiser, we are asking each vendor to donate an item to be used in our “Pick a Prize” Raffle. Please provide a description and dollar value of item to be donated.

Description of donation: _____

Vendors will be listed on our social media and announced at the Fall Festival.

