



FROSTY DAY HOLIDAY BOUTIQUE
Sunday, November 26th - 12:00AM until 5:00PM
50 Bedford Road
Armonk, NY 10504
website: <http://www.ststephensarmonk.org>

Questions?:

Contact: Sharon Kane s.kane@yahoo.com or Jill Robustelli jfrobustelli@hotmail.com

VENDOR CONTRACT

1. Space fee for vendors is \$25.00 and space will accommodate **one** table. Not-for-Profit organizations may participate at no charge. While we have a limited number of 6'x30' rectangular and 4' round tables, they are available for assignment on a first come, first served basis and you must note your desire to reserve a table on your application and we will confirm table availability. Otherwise you will need to supply a table no larger than 6' by 30'. Chairs will be provided.
2. Free standing racks, lattices, etc. *may* be allowed, only if space permits and at the discretion of St Stephen's Church (SSC.) There is limited access to electrical outlets as well. Please note your request(s) on your signed contract and we will do our best to accommodate.
3. Vendors must cover table with a tablecloth (not provided.) All overflow merchandise and containers must be concealed below the table and there are to be no attachments to the walls.
4. SSC is providing coffee and a bake goods table. Vendor product cannot be in conflict with these sales.
5. Full payment is to be sent with the application. **Make checks payable to St Stephen's Church.** Non-profits may participate at no-charge.
6. If accepted, your application will allow the selling of only the merchandise/company listed. SSC reserves the right to accept or reject any application for space. SSC also reserves the right to reject an application if the product is deemed duplicative to another vendor and in order to provide a diverse group of products at the fair. If an application is rejected by SSC, the payment will be returned. SSC reserves the right to have inappropriate, misrepresented, or flea market type items removed from the Fair.
7. SSC assumes no liability for any property or goods of the vendor. The vendor will hold harmless SSC for any personal liability.
8. Set up starts at 11:00AM. Vendors must be completely set up by 11:45AM.

Return payment to St Stephen's Church and return this form with your payment:

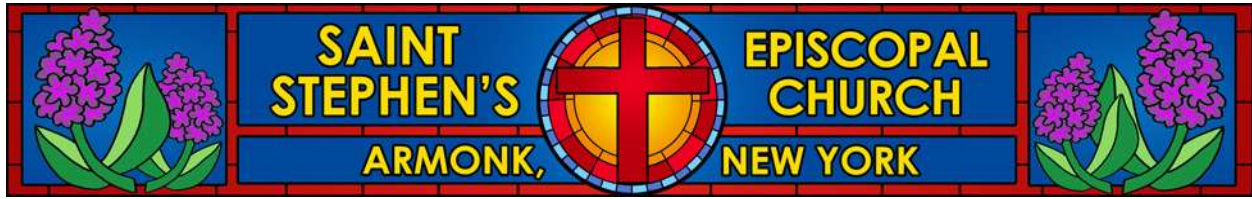
St Stephen's Church

50 Bedford Road

Armonk, NY 10504

ATTENTION: Frosty Fair

Applications and checks can also be dropped off at the church office.



Complete the below application and return to St Stephen's Church by November 10, 2017 with the following items:

- A check for full payment \$25 made out to St Stephen's Church (for-profits) OR
- We are a Not-for-Profit Organization and participating at no charge
- This completed and signed agreement

I prefer (we cannot guarantee your preference will be accommodated):

- A 4 foot round table
- A 6 foot by 30" banquet table
- To bring my own table/display (description) _____
- I request access to an electrical outlet

PLEASE PRINT

Company Name: _____

Contact Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ E-Mail: _____

Website if applicable: _____

Product to be sold or Activity Description:

I have read the St Stephen's Church Frosty Day Holiday Boutique contract and completely understand/agree to the terms and rules therein.

SIGNATURE: _____ DATE: _____

THANK YOU! WE LOOK FORWARD TO YOUR PARTICIPATION AT THE FAIR!