



December 6 – 8, 2019

A Gettysburg Christmas Festival

Craft Vendor Application

The search is on for creative vendors during the second annual A Gettysburg Christmas Festival community-wide event. While the festival spans three days, craft vendors will be present on **Saturday, December 7, 2019 from 10 a.m. to 5 p.m. ONLY**. Please review the following guidelines prior to applying:

- Vendors are juried for unique arts and crafts that will contribute to the overall experience for Festival attendees.
- All arts and crafts items **MUST BE HANDCRAFTED** (no kits or imports please), and must be appropriate to the Holiday Season. Submit photos of crafts.
- Vendors are strongly encouraged to decorate their booths in winter festival themes.
- Vendors are responsible for their own equipment (tables, chairs, generators, displays, etc.).
 - **Electricity is not available.** Please do not request electric from business owners or home owners. Vendors are responsible for their own lighting.
- Vendors are expected to be operational from 10 a.m. to 5 p.m. Set up time is from 7 a.m. to 9:45 a.m.

Application Process:

1. Please submit your application by **August 23, 2019** for consideration for the 2019 Festival. Do not assume admission. All applications will be juried.
2. Notification of acceptance will be made by **September 27, 2019** via email or phone call.
3. If accepted, all necessary documentation and \$100.00 vendor fee will be due by no later than **October 25, 2019**.

Once notified that a vendor is accepted into the Festival, a prepaid Booth/Space fee of \$100 is required.

Once accepted into the Festival, vendors will need to provide proof of the following:

- Liability Insurance – Adding Gettysburg Borough and Main Street Gettysburg, Inc. as additionally insured (\$1,000,000)
- Tax Identification Number

Booth/Space fees will not be refunded, for any reason, after November 1, 2019.

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Craft Vendor Application
December 7, 2019

Organization/Business _____ Contact Person _____
Address _____ City _____ State _____ Zip _____
Phone _____ Email _____ Website _____

Application Requirements: All applicants are subject to the jury process. Any application not including all requested information will be considered incomplete.

Please include the following with your applications materials:

_____ Color photos of your product(s)

_____ Color photos of your booth and/or display presentation

Please describe the product(s) you will be selling at the Festival:

For questions, please email agcfprograms@gmail.com

Please send your completed application and photos via email to the above address OR mail to:

Main Street Gettysburg
59 East High Street
Gettysburg, PA 17325

**DEADLINE IS
August 23, 2019**

Signature _____ Date _____

My signature indicates that I understand and agree to the juried application process.

Applicant and participants hereby release all parties involved, including Main Street Gettysburg, Inc., its committee and the Gettysburg Borough from any and all liabilities, and any losses due to weather, lack of business, or any other reason.