

CHRISTMAS IN CREEDMOOR CRAFT BAZAAR

NOVEMBER 17-18, 2023

Creedmoor Community Center

5008 Hartung Lane

Creedmoor, Texas 78610

This application is for vendor booths and requires all vendors to fill one out per booth.

Name of person responsible: _____.

Name of Vendor, Group or Non-profit organization: _____.

Address: _____.

City: _____ State _____ Zip Code: _____.

Telephone: _____ Mobile: _____.

Email: _____.

Please specify the type and size of booth you require (Booths cancelled within 7 days of event are non-refundable, booths cancelled within 14 days of event may be eligible for a partial refund).

General Booth Spaces (Sales tax permit required) Handmade or manufactured items are acceptable (this is a juried show so please submit pictures of items to be sold-no items in bad taste will be allowed).

Outdoor Booth

_____ 10x10 \$85.00 _____ _____ 10x20 \$160.00 _____

Indoor Booth

_____ 10x10 \$150.00 _____ _____ 10x20 \$225.00 _____

Need electricity: Yes _____ No _____ we will accommodate first come first served.

Please list items to be sold in the craft booth. This is a juried show, so approval of all items is required.

FOOD BOOTH (*Sales tax permit and Food Handling permit required) First come first serve basis.

Outdoor Booth Only:

_____ 10x10 \$150.00 _____ 10x20 \$300.00 _____

Need electricity: Yes _____ No _____

All food booths must provide a complete list of food that will be sold to ensure no duplication.

_____ Community Center Kitchen reserved for Non-Profit groups (First Come First Serve) \$50.00 per day kitchen must be thoroughly cleaned after use each day.

Friday, November 17th 9:00am-7:00pm _____

Saturday, November 18th 8:00-4:00pm _____

All Applications must be submitted by November 1, 2023, and must include:

1. This completed application.
2. A copy of your Texas state tax permits and copy of food handling permit.
3. Pictures of products to be sold.
4. All booth fees are paid by cash, credit, check, or Venmo. For Venmo: Joan Neppi-Wilhite @JoanWilhite
5. For credit card payments please call 512-496-4555. All checks payable to Joan Wilhite.

Christmas in Creedmoor Booth Rules and Requirements

This is a public event at the Creedmoor Community Center in Creedmoor, Texas.

Please respect the City of Creedmoor property and facilities. Advertisements for this event will be in local newspapers, Facebook, other craft show events and signage. This is our first year hosting this event but have many years of experience planning events. Food and drinks will be available for purchase from Food vendors.

Booth Rules and requirements:

- 1). **Vendor's name must be prominently displayed on the booth along with the Texas State Tax permit.**
- 2). **Food booths must also display their Texas Department of Health Service Food Establishment permit and/or food handling permit.**
- 3). **No vendor is allowed to sell water or drinks unless you are an approved food vendor, although you can bring your own for your own personal use.**
- 4). **No food will be sold in commercial or craft booths, except pre-sealed packages, jars or dry-soup and dip mix. For vendors selling pre-packaged food made under the Texas**

Cottage Law your product must be labeled accordingly stating it is made in a kitchen not inspected by the State Health Department.

Example: “Business name and phone number

This product is made in a home kitchen and is not subject to local health department inspections. May contain nuts, eggs or dairy.”

5). The entire booth must stay within your designated booth space.

6). Specific booth locations will not be honored unless requesting electricity.

7). Vendors must supply all chairs, tables, canopies, supplies, etc. & supply extension cords for hook-up to electricity.

8). Booths may set up on Thursday starting at 12:00pm -7:00pm and be ready to go by 8:00am Friday morning both inside and outside. Security will not be provided for outside vendor spaces. Breakdown of booths for outside vendors will need to be daily. We do not have a way to secure those setups in the evening. Breakdown after show is over occurs Saturday afternoon at 4:00pm.

9). Reminder pictures of products to be sold must accompany your application. No garage sale items allowed and show operators retain the right to deny certain items if found in bad taste.

10). Booth fees are non-refundable 7 days prior to the event.

***Reminder also sales tax permit is required and a copy of the certificate will be required when submitting the application.**

11. Mail all applications to:

Christmas In Creedmoor Craft Bazaar
Joan Wilhite
12108 FM 1625
Creedmoor, Texas 78610

Food Permit Required:

Each temporary food establishment, unless operated by a non-profit organization or in an area that is under the jurisdiction of a local health authority shall have a valid permit issued by the Texas Department of State Health Service Food Establishment Group. You may request a permit application by calling the Department at 512-834-6626 or by downloading the application from the following website <http://www.dshs.state.tx.us/fdlicense>

In no event shall the City of Creedmoor or the show organizers be liable for any indirect or consequential loss or damage in connection with this agreement. Neither the City nor the Organizers shall be liable for any indirect or consequential loss or damage other than what is set forth in the agreement.

If you have questions, please reach out to 512-496-4555 or email: christmasincredmoor@yahoo.com

I have read and understand all of the above rules and requirements. I understand that booth fees are non-refundable within 7 days of the event.

Signature:

Date:

Print name:

Show organizer only:

Date received _____ Received by _____

Payment method: Check: _____ Amount: _____

Venmo _____ Amount: _____

Credit card:

Credit Card Number CVN number

Name on Card Expiration date of card