



Living Stones Church Christmas In July Craft Show

Rules of the show

The following regulations will govern exhibitors at the L.S. "Christmas in July Craft Show"

APPLICATION: The sales of exhibit space will be the sole responsibility of management. Application for exhibit space must be made by mail by executing and returning the form along with a check for the full amount of the exhibit space to the address indicated. Your receipt and booth assignment will be sent to you at least 2 weeks prior to the show.

BOOTH ASSIGNMENT: Booth assignment is at the discretion of Show management. Space may be altered at the discretion of show management. Booths will be assigned strictly on a first-come, first-serve basis, based on receipt of applications. Booth space will not be reserved for any exhibitors without application completion and payment. Exhibitors must stay within the boundaries of their booth space!

SET-UP: The Church will be open for set-up between 3:00 and 8:00 pm on Friday. ***All exhibitors must be ready to open by 9:30 Saturday morning***. The Church will open at 7:00 am on Saturday morning.

UNLOADING: Exhibitors must unload as quickly as possible and immediately move their vehicles to the designated vendor parking area. During unloading and packing we ask exhibitors not to block walkways and ramps with vehicles or trailers.

EXHIBIT HOURS: "Christmas in July" craft show will be open during the following hours: 10:00 am – 5:00pm on Saturday.

MOVE OUT SCHEDULE: Exhibitors may begin tearing down their booths at 5:15 pm on Saturday. The exhibit area must be cleared by 8:00 pm. **Exhibitors may not leave early.** All booths must remain open during the entire show hours. There will be no exceptions to these rules.

NO SHOWS: Exhibitors that have paid and do not show will lose payment made for that booth space.

SECURITY: We will have overnight security in the event that there is outdoor vendors that sign up. We will also have security during show hours. Exhibitors are not guaranteed against loss or damage.

EATING OR SMOKING: No smoking will be allowed inside church. No food or drinks are allowed in the sanctuary. A concessions area will be available inside the hospitality room. Alcoholic beverages are strictly forbidden.

REFUND: Absolutely no refunds will be considered 14 days prior to the event. Request for refunds before that two-week period will be voted by the executive board of Living Stones Church and if granted a 10% handling fee will be deducted from your refund.

NO CHANGE WILL BE MADE FOR VENDORS.

I have received a copy of the rules and agree to them as stated above:

Vendor Signature and Date