



EVENT CENTER

Something for Everyone - Year Round!

2023 Annual Spring Craft Show

Saturday March 4th, 2023

9:00am –4:00pm

Vendor set up Fri. March 3rd (9a – 4:00p) and/or Sat. March 4th (7:00a - 8:45a)

10x10 Booth Space \$130.00 each \$25 Discount per booth if Paid by November 30, 2022 Desired _____ 2 nd Choice _____ 3 rd Choice _____ Total Booths _____ x \$130 each (or \$105) Total Due \$ _____	Table Rental \$8.00 each Booth Includes 1 8ft. table & 1 chair unless otherwise specified below Remove Table -- Yes / No Remove Chair -- Yes / No Total Tables Rented _____ x \$8 each Total Table Rental Due \$ _____
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PAYMENT REQUIRED BEFORE YOUR SPACE IS SECURED. PLEASE PAY AT AUGUSTAEXPO.COM Look under Events for the Link

QUESTIONS? Email ExpoCraftShow@gmail.com or call 540/246-8681

NAME: _____ BUSINESS NAME: _____

ADDRESS: _____

PHONE (DAY): _____ EVENING: _____

EMAIL: _____

ITEMS YOU PLAN TO SELL: _____

I, _____, fully understand that if accepted I will only sell, in my booth, items which have been handmade/handcrafted; baked goods made by myself, or natural resources, unless I am a product reseller. I will have nothing for resale that has been manufactured. If for any reason, I have things different than stated above that I forfeit my space with no refund. Note that a limited number of Product Resellers will be accepted in the Spring Show.

SIGNATURE (Lessee): _____ DATE: _____

OFFICE USE ONLY:

Date Pym. Rec'd: _____ Amount: _____ Pymt. Type: Cash/Check _____/CC Initials: _____

NOTES: _____

HEREINAFTER KNOWN AS "VENDOR", THAT FOR, AND IN CONSIDERATION OF, THE MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER SET OUT, THE PARTIES DO HEREBY AGREE AS FOLLOWS:

For purpose of making decisions on behalf of Expo, called for under the terms of this agreement, the Augusta Expo General Manager, or authorized representative, is hereby designated as the sole person in authority to make the decision.

1. **Augusta Expo offers no exclusives. All crafters will have the same opportunity to sell wares.**
2. **Augusta Expo requires all vendors to remain set up and open during all show hours (9 a.m.-4 p.m.).**
3. All spaces are 10'x10' (unless noted). One 8-foot table and one chair are included with each space unless otherwise specified on application. Spaces G1, H1, i1, J1, K1, L1 are sized 10'x8'.
4. Expo reserves the right to reassign booth spaces. If reassignment is necessary, vendor will be notified in writing.
5. Tents and tent toppers are not permitted; however, tent frames may be used for displaying crafts.
6. **All items must be handmade or handcrafted by vendor or family member, or partner. There will be a limited number of spaces available for Product Resellers (i.e. Avon, Tupperware, etc).**
7. **All new vendors must submit photographs of work along with application. Returning vendors must update photographs on file every three years.** Pictures should be emailed to ExpoCraftShow@gmail.com or mailed. Include a stamped, self-addressed envelope with submission to ensure a return of photos if needed.
8. Payment is required in full via AUGUSTAEXPO.COM Under the Events tab. Payment made by check, cash or money order must be included with application to reserve booth. Augusta Expo is NOT responsible for payments that are mailed. Space is only reserved once payment is received in full. If application is not accepted payment will be refunded. Partial payments may be made, however the balance is due no later than November 30, 2022.
9. **Refund Policy:** Augusta Expo will issue a 50% refund up to 60 days prior to the show date. In the event that the 2023 Spring Craft Show is postponed or cancelled as a result of Federal, State or local COVID restrictions, Vendors will have the option of transferring fees paid to another Expo Craft Show or receive a full refund for all payments made. **Beyond this NO refunds will be issued.**
10. **Vendors will be issued two (2) armbands per booth for admittance to the show.**
11. Augusta Expo is not responsible for accidents.
12. Vendor expressly agrees to indemnify and save Expo harmless from, and against, any and all claims, loss, damage, injury and liability however caused, resulting from, arising out of, or in any way connected to vendor's use or occupancy of the leased premises.
13. Vendor is responsible for all licenses, permits, taxes and insurance.
14. Vendor shall not assign, transfer, or sublet their space without a new agreement being signed.
15. Augusta Expo will save vendors booth space for one week following the show for the next year's show.
16. **HANDICAP PARKING IS FOR THE HANDICAPPED ONLY AND WE ASK YOU, THE VENDORS, TO PARK IN THE BACK OF THE BUILDING AFTER YOU HAVE UNLOADED.** No Vendor vehicles are to be left at the front of the building.

SETUP:

1. Vendors must keep wares inside booth space and aisles clear.
2. There will be no selling in the aisles.
3. Vendors should bring their own electrical cords minimum 25 feet long.
4. Make sure your display is freestanding (don't depend upon being able to attach to your neighbor's booth.)

Please remit to:
Augusta Expo
AUGUSTAEXPO.COM Click the Link Under the Events Tab
277 Expo Rd., Fishersville, VA 22939
(540) 337-2552 or (540) 246-8681
www.augustaexpo.com expocraftshow@gmail.com