



EVENT CENTER

Something for Everyone - Year Round!

# 2024 Annual Fall Craft Show

Sat., November 9, 2024

9:00am–4:00pm

Sun., November 10, 2024

10:00am–3:00pm

Vendor set up Fri. November 8th (9a – 7p) and/or Sat. November 9th (7a - 8:45a)

<p><b>10x10 Main Hall/Addition</b> <b>Handmade Crafters only</b> <b>Booth Space \$175.00 each</b></p> <p>1<sup>st</sup> Choice _____ 2<sup>nd</sup> Choice _____ 3<sup>rd</sup> Choice _____</p> <p>_____ Booths x \$175 _____ Premium Corner Booths x \$20 each _____ Electric x \$20 _____ Tables (8 ft) x \$8 (1 included in booth fee) Remove Table _____</p> <p><b>Booth Total \$</b> _____</p>	<p><b>10x10 Annex</b> <b>Handmade Crafters only</b> <b>Booth Space \$120.00 each</b></p> <p>1<sup>st</sup> Choice _____ 2<sup>nd</sup> Choice _____ 3<sup>rd</sup> Choice _____</p> <p>_____ Booths x \$120 each _____ Electric x \$20 _____ Tables (8 ft) x \$8 (1 included in booth fee) Remove Table _____</p> <p><b>Booth Total \$</b> _____</p>	<p><b>10x10 Multi-Purpose</b> <b>Direct Sales Vendors</b> <b>Booth Space \$120.00 each</b></p> <p>1<sup>st</sup> Choice _____ 2<sup>nd</sup> Choice _____ 3<sup>rd</sup> Choice _____</p> <p>_____ Booths x \$120 each _____ Electric x \$20 _____ Tables (8 ft) x \$8 (1 included in booth fee) Remove Table _____</p> <p><b>Booth Total \$</b> _____</p>
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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: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ITEMS YOU PLAN TO SELL: \_\_\_\_\_

DO YOU HAVE ANY SUGGESTIONS/RECOMMENDATIONS?: \_\_\_\_\_

I, \_\_\_\_\_, have read and fully understand the terms as listed on the reverse of this paper. If for any reason, I have things different than stated above that I forfeit my space with no refund.

SIGNATURE (Lessee): \_\_\_\_\_ DATE: \_\_\_\_\_

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 (except Direct Sales). 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 (Saturday 9 a.m.-4 p.m. and Sunday 10 a.m.-3 p.m.).**
3. All spaces are 10'x10' (unless noted). One 8-foot table is included with each space. Spaces G1, H1, I1, J1, K1, L1 are sized 10'x8'. Folding chairs will be available for your use at no charge.
4. Augusta Expo will do their best to reserve your top booth choice. If that is not possible, we will try to reserve your second or third choice. Spaces are assigned based on date of registration. Expo reserves the right to reassign booth spaces.
5. Tents and tent toppers are not permitted; however, tent frames may be used for displaying crafts.
6. **For the Main Hall, Addition and Annex, all items must be handmade or handcrafted by the vendor, family member, or partner.**
7. The Fall Craft Show is a juried show. **All handmade vendors (including returning vendors) must submit photographs of work along with application.** Pictures should be emailed to ExpoCraftShow@gmail.com or mailed. Please send at least two (2) photos of “IN PROGRESS” and two (2) photos of completed work.
8. **For 2024, we are adding Direct Sales Vendors (Mary Kay, Tupperware, etc.) in the Multi-Purpose Building. Augusta Expo will allow only one vendor to sell each brand of item (i.e. only one Tupperware vendor).**
9. A minimum of half of the rental fee is required to reserve and hold your spot(s). Payment may be made online at AUGUSTAEXPO.COM under the Events tab, scanning the QR code at the bottom of the page OR by completing a form and mailing/dropping off a check/cash/money order. Augusta Expo is NOT responsible for payments that are mailed. If application is not accepted payment will be refunded. Final payment must be made by October 1 or your space will be voided.
10. **Refund Policy:** Augusta Expo will issue a 50% refund up to 60 days prior to the show date. In the event that the 2024 Fall Craft Show is postponed or cancelled as a result of Federal, State or local 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.**
11. Augusta Expo will hold vendor booth space(s) for one week following the show for the next year’s show. After that spaces will be available to anyone requesting and paying for a spot.
12. **Vendors will be issued two (2) armbands per booth rented for admittance to the show.**
13. Augusta Expo is not responsible for accidents.
14. Vendor expressly agrees to indemnify and save Augusta 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.
15. Vendor shall not assign, transfer, or sublet their space.
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. **Vendor set up Fri. November 8th (9a – 7p) and/or Sat. November 9th (7a - 8:45a)**
2. Vendors must keep wares inside booth space and aisles clear. There will be no selling in the aisles.
3. Vendors paying for electric should bring their own electrical cords that are a minimum of 25 feet long.
4. Make sure your display is freestanding (don’t depend upon being able to attach to your neighbor’s booth.)
5. Tents and tent toppers are not permitted; however, tent frames may be used for displaying crafts.

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

