



## Vendor Application Form

Main Line Animal Rescue  
Happy Tails Fall Craft Festival  
Saturday | October 2, 2021

### Contact Info:

Business Name: \_\_\_\_\_

Your Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Facebook/Instagram: \_\_\_\_\_

Twitter: \_\_\_\_\_

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Type of products (circle as many as applicable):

Fine Art  
Craft  
Books  
Cards

Handmade  
Clothing  
Pottery  
Sculptures

Jewelry  
Fabric Art  
Woodworking  
Canvas Art

Local Artist  
Food  
Dolls  
Illustrations

Other \_\_\_\_\_

Other Information you feel we should know: \_\_\_\_\_

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Vendor Space (Approximately a 10'x10') Space

\$50.00 x \_\_\_\_\_ \* = \_\_\_\_\_ (\* = # spaces needed)

Electricity is available on a limited, first come/first serve base. Electrical power will be provided to those tables paying the additional fee of \$10. Vendors must provide their own electrical cords and lights.

Do you require electricity? \_\_\_ Yes \_\_\_ No

If yes, add \$10 \_\_\_\_\_

### Payment Information

Full Name \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

☐ Enclosed is my check for: \$ \_\_\_\_\_  
Please make check payable to MLAR

☐ Charge my credit card for: \$ \_\_\_\_\_

☐ Visa ☐ Amex ☐ MC ☐ Discover

Card # \_\_\_\_\_

Exp \_\_\_\_ / \_\_\_\_ Security Code \_\_\_\_\_

\_\_\_\_\_  
Name as it appears on card

\_\_\_\_\_  
Signature

MLAR and PSPCA are both 501(c)3 organizations.

By completing an Arts & Crafts Fair application, you are certifying that you have read the Terms and Conditions (attached), and will adhere to all rules and policies herein.

**Printed Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

Thank you for your interest in the MLAR Fall Festival. Your registration will be confirmed by email within two weeks of the time we receive it. Please contact us if you have not received notification.

Any questions, please contact Megan Fox at [mfox@pspca.org](mailto:mfox@pspca.org).

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**\*\*Office use only below this line\*\***

**Date Registration Received:** \_\_\_\_\_ **Payment Received** \_\_\_\_\_

**Payment Method:** \_\_\_\_\_ **Check Number:** \_\_\_\_\_

**Date Confirmation Emailed:** \_\_\_\_\_ **Space Assignment:** \_\_\_\_\_

## Terms and Conditions

1. **Setup/ Break Down:** All Exhibitors must be set up and **ready to sell by 8:45am** the day of the Arts and Crafts Fair. Exhibitors may begin setting up at **7:30am** the day of the Fair. Break down can start no sooner than **4:00pm** on Saturday and must be completed by **4:30pm**. No vendor is to close before the official closing time. Sellers are responsible for their selling spaces.  
\*Before leaving, be sure your area is clean and trash-free.
2. **Staffing:** Exhibitor tables/ booths must be manned at all times and intact until show closes at 4 p.m. MLAR is not responsible for merchandise or display materials
3. **Exhibitor Responsibility:** Exhibitor will be fully responsible for any loss or damage to his or her property by theft, fire or casualty. MLAR expressly disclaims any responsibility for same. Exhibitors shall be responsible for any damage which may be incurred to the facilities as a result of or in connection with its operation. Each exhibitor is responsible for the conduct of his employees and/or representatives and activities must not detract from the image or welfare of the event.
4. **Exhibitor Spaces:** Exhibitor spaces will be assigned. Placement, flow and competition will be taken into consideration to provide the best experience for fair attendees. If you have special space needs, please include your request with your application and we will make every effort to accommodate you. Spaces are reserved on a first-come first-served basis. Vendors must ensure that none of their display equipment extends beyond the space they have booked; this includes any rails, stands or additional equipment.
5. **Acceptance:** MLAR reserves the right to decline any application for space if it deems such action to be in the best interest of the event.
6. **Payment:** The full payment is a non-refundable registration fee for the selected space and is due with the submission of this agreement.
7. **Electricity:** Electricity will be available as a first-come, first-served basis as electricity is not available at all areas. Electrical service requires an additional fee.
  - a. Outlets are NOT guaranteed.
  - b. Extension cords are not included in the fee and must be provided by the Exhibitor.
8. **Music:** Music will be provided throughout the space.
9. **Tables & Chairs: Not Provided!** Each Exhibitor may furnish his or her own chairs, tables, stands, tent or canopy.
10. **Cancellation of space:** Application fees are not refundable. MLAR is not liable if weather or other conditions prevent the Exhibitor from attending and fulfilling the contractual obligation as an Exhibitor. No refunds will be made for weather, accident, health or other causes for non-participation.
11. **Indemnification:** Exhibitor agrees to indemnify and hold harmless MLAR from and against any loss, expense, claims, damages, causes of action, injuries, suits or damages, suits to person or property, including attorney's fees, arising out of or related to the operation of the Exhibitors at the event.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_