

# CRAFTFEST

## Vendor Application April 20<sup>th</sup>-21<sup>st</sup> 2012

Please complete all components of this form to apply for a booth at the KICM CraftFest so that we may serve you as well as possible. The event will be held on Friday April 20<sup>th</sup>, 11am-8pm and Saturday April 21<sup>st</sup>, 9am-5pm AT Hardy Murphy Coliseum.

### Terms and Conditions:

- Booths are rented on a first come, first serve basis. **We reserve the right to limit the number of Direct Sales Vendors and also reserve the right to limit the number of vendors in a particular category (i.e. jewelry)**
- The CraftFest Coordinators may choose to deny a vendor based on appropriateness of products and duplication of vendors.
- Setup is available 12 noon to 8pm on Thursday, April 19<sup>th</sup> and 7am to 10am Friday, April 20<sup>th</sup>.
- \$150.00 fee for 10x10 booth space
- \$275.00 fee for 10x20 booth space
- **\$100.00 deposit for each booth is required with application. Balance is due by April 1<sup>st</sup>, 2012.**
- Electrical access is free. NOTE: Electrical access may be limited and will be approved on a first come, first serve basis.
- Participants are responsible for the set-up and clean up of their booths. Participants cannot impair others booths (i.e. sign or display blockage). Vendors will not be allowed to move booth locations once a booth has been assigned. No exceptions.
- ***Cancellation Policy: Any vendor, who is not paid in full by April 1<sup>st</sup>, will lose their deposit, and their space will be released. If a vendor cancels after April 1<sup>st</sup>, they will forfeit their deposit.***
- Vendors keep all profits from their booths.

Name \_\_\_\_\_

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

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Cell \_\_\_\_\_

E-mail \_\_\_\_\_

**Brief description of product(s):** \_\_\_\_\_

## Type of products

Antiques Candles/Scented Wax/Potpourri Ceramics Clothing Collectibles Crafts-Fabric  
Crafts-Wood Dolls Fine Arts Floral Furniture Jewelry Potter Food-Mixes Food-Concession

**We will have all information for food vendors, set-up, booth pictures, contact information, etc. available on our web site thebigstation.net.**

Please check one:

Yes, I require electrical access (Bring your own extension cords. Note below is you need bigger than regular 110 service)

No, I will not require electrical access

Additional Booth requests/accommodation needs? (Need to be near a wall, near another vendor, etc?). Changes will not be made the day of the event.

---

Tables will not be provided with booth spaces. Each vendor is responsible to bring their own tables, table cloths, or table skirts.

Please make checks payable to: KICM CraftFest

For Credit Card Payment: Contact one of the sales reps listed below.

*I have read and understand the terms and conditions of CraftFest.*

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Fees Included:</b>	
Booth Spaces (Deposit for each booth)	\$100.00 x _____ = \$ _____
Total Enclosed	= \$ _____

**Mail completed form and check or money order to:**

**KICM  
P.O. Box 1487  
Ardmore, Ok 73402**

**If paying by credit card, you can fax form to 580-226-5113 or include all information in email.**

**For further information or questions:**

Please contact KICM at (580) 226-9797  
Bill Countryman (bill@kicm.com), Gael Phillips (gael@kicm.com),  
Lindsay Shelton (lindsay@kicm.com), Coby West (Coby@kicm.com),  
Cindi Gill (bbsmt.com), Alison Hansen (alison@mix961.net).

OR

visit our web site thebigstation.net