

Community Guild Studios 2nd Annual Knitting Weekend

2010 Mini Marketplace Vendor Rules and Application

RULES:

1. There are 20, approximately 2.5'x5.5', tables available for vendors on the first floor of the Slater Mill. These spaces will be assigned on a first come first serve basis, to vendors who have returned completed application and a check for entire fee. In addition, you will be given 2 chairs and access to electrical plugs. You must bring your own extension cords, if needed. Fee for a table in the Marketplace is \$25. Make checks payable to Slater Mill.
2. Marketplace hours are Saturday, January 23, 2010, from 10 AM to 5PM. Vendors may begin to set up after 8 AM. All booths must be ready for the public and all vehicles must be moved from the loading by 9:45 AM. Breakdown of booths must not begin until 5PM Saturday.
3. Vendors who have been assigned space, but find they cannot attend must notify the community Guild Studios promptly. The community Guild Studios does not have a refund policy. Only CGS can assign space freed by cancellation.
4. Vendors are responsible for keeping their space clean. Trash receptacles will be provided for small items. Vendors are responsible for removing large items such as boxes Slater Mill site.
5. Please try to keep within your assigned area. Aisle space must be kept clear at all times.
6. Slater Mill/Community Guild Studios does not provide insurance for vendors or products. The vendor agrees to hold harmless and protect Slater Mill /CGS from any claims, demands, suits, damages, losses, costs or expenses which may arise out of any action or failure to act by Slater Mill/CGS or any of its employees, instructors, representatives, etc, and to hold Slater Mill/CGS harmless from any and all liability and responsibility arising from any accident or incident sustained by the vendor's participation in or presence at the aforesaid Marketplace.
7. Vendors are responsible for reporting and collecting RI State Tax.

Your Name _____ Business _____

Address _____

Website _____ Tax ID _____

Phone _____ E-mail _____

Number of tables _____ @ \$25 each = \$ _____

All vendors must be juried into the show. Please give us a detailed description of what you will be selling in your space. **Attach 2-3 pictures or send via email to Bernadette@slatermill.org**

Would you be willing to donate a prize for the raffle? ___ Yes ___ No

Number of tables _____ @ \$25 each = \$ _____

Checks are payable to Slater Mill.

I agree to abide by the rules of the Slater Mill Community Guild Studios guidelines for the Knitting Weekend Marketplace.

Signature _____ Date _____

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CGS NOTES: Date received _____ Space assigned _____