

Set up will be Friday, November 14, 2025, from 3:30 pm to 7:00 pm, and Saturday, November 15, 2025, from 6:45 am to 8:25 am. Set-up must be completed by 8:25 am on 11/15/2025, with tear-down at 2:30 pm on 11/15/2025

There will be food and beverages available for purchase during the event.

The Craft Market Committee will provide the Tables and chairs. The Vendor will be responsible for providing all table linens, decorations, equipment, and staff necessary to run the booth. Please note there is no WIFI in the building.

## The signed vendor agrees to abide by the following guidelines:

The Vendor takes responsibility for all risks associated with participating in the Nappanee Home for the Holidays Craft & Vendor Market including but not limited to loss, theft damages, or incidents that occur. The vendor agrees to waive, release, and hold harmless Claywood Event Center, Inc., Nappanee Home for the Holidays Craft & Vendor Market, A Creative Twist, A.C.T. II Model & Talent Management, Inc., Andrea Nissley, and any other sponsors, all workers and volunteers from any claims, liabilities, demands, losses, damage, cost and expenses.

- No refunds will be given at any time.
- This contract is not transferable. Merchants may not sublet their booths. No goods, literature, or signs from other merchants may be distributed or displayed at the show.
- Vendor agrees to display items in good taste and will not display any inappropriate materials.
- No early teardown and all vendors must remain set up until 2:30 pm.
- Free-standing displays only. Vendors may not hang, tape, post, or lean items to the event center walls.
- The Vendor will be responsible for any required permits, licenses, or taxes required by county or state.

The Nappanee Home for the Holidays Craft & Vendor Market Committee is permitted to take photographs of the booths and vendors and use these photographs for advertisement or promotion purposes.

Nappanee Home for the Holidays Craft & Vendor Market will have complete control of all aspects of the Nappanee Home for the Holidays Craft & Vendor Market. Which includes, but is not limited to, show date, time, setup and tear down, and booth assignment. The committee will also handle the advertising of the show. Merchants may advertise as they see fit above and beyond what the Nappanee Home for the Holidays Craft & Vendor Market advertises to promote their own specific company and to generate business for their business at the show. We will provide vendors with an ad for social media. If possible, please post it on your social media pages.

Vendor Signature	Date
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## 2025 Nappanee Home for the Holidays Craft & Vendor Market

\*Please return both contract pages signed along with a check made out to Andrea Nissley

Questions contact Andrea Nissley 574-360-5372 or email: naphhcvm@att.net Mail to: Nappanee Home for the Holidays Craft & Vendor Market **Andrea Nissley** 11189 Wildwood Dr Osceola, IN 46561 Business Name: \_\_\_\_\_ Product / Craft Description: Phone: \_\_\_\_\_ Cell:\_\_\_\_\_ Email: Business website or Facebook page: There are two display options: MAIN LEVELBOOTH: 10' x 10' Booth space includes up to 2 tables/tables provided by event center \$95.00 FULL Please state the number of tables you will need for your booth to ensure a smooth and easy setup. UPPER- LEVEL 10'x10' BOOTH: space includes up to 2 tables / 8' Tables provided by event center \$95.00 Please state the number of tables you will need for your booth to ensure a smooth and easy setup. Electricity is limited to booths only \$5.00 Internet Access \$8.00 MAIN LEVEL TABLE SPACE: 8' table space/table provided by event center \$65.00 <u>FULL</u> UPPER-LEVEL TABLE SPACE: 8' table space/table provided by event center \$65.00 the vendor is limited to items that fit on the table only, there is no additional room for racks or other items surrounding the Internet Access \$8.00 \_\_\_\_\_ Total Enclosed \_\_\_\_\_ Vendor signature \_\_\_\_\_\_ Date\_\_\_\_\_