



ST. JOHN'S EPISCOPAL CHURCH & SCHOOL

3427 Olney-Laytonsville Road * Olney, MD 20832

www.stjec.org

HOLLY HARVEST OUTDOOR MARKET & Food Truck Showcase

Saturday, November 14, 2020 / 10am – 4pm

VENDOR INFORMATION



This year's show will look and feel different from that of previous years due to current conditions. St. John's wants to safely feature as many crafters, food vendors and food trucks as possible on the flat top area and the field located on the property.

- St. John's is located at the corner of Georgia Ave & Rt. 108 (in the heart of Olney)
- Great parking for Vendors and shoppers
- Over 1200 Shoppers
- Amazing Volunteers
- Paid Advertising – Social Media, Newspaper, Signs around town
- Excellent Raffles which bring folks in year after year
- Huge amount of participation from Church and School Congregation
- 10x10 Vendor Spaces with 6' distance between booths
- Separate entrance and exit for customers. Masks will be required of ALL Vendors and Customers
- Limit to 50 Vendors with up to 10 food trucks
- Rain or Shine

Holly Harvest Outdoor Market & Food Truck Showcase will be operating under a government issued waiver. During the COVID-19 emergency St. John's must follow strict safety protocols ensuring that vendors and customers are able to practice proper social distancing and staff and volunteers use protective equipment and follow guidelines for sales, interaction and safety measures. Due to Governor's orders and health concerns we cannot have crowds. The number of customers will be limited at any given time. Monitors will be stationed at the main entrances and sanitizing stations will be provided. All customers vendors and volunteers will be REQUIRED TO WEAR MASKS at all times.



VENDOR INFORMATION



St. John's Episcopal Church - 3427 Olney-Laytonsville Road, Olney, MD 20832
(Located on Route 108, one block East of the intersection of Georgia Ave)

Vendor set up is from 7:30am – 9:50am **RAIN OR SHINE!**

The Holly Harvest Bazaar is open to the Public from 10:00am – 4:00pm.

Participants are required to be SETUP by 9:50am and remain SETUP until 4:00pm.

FOOD TRUCK BOOTH FEES:

- FREE! We ask for a donation which will fund our Outreach programs.

*ALL fees are non-refundable unless state of MD or the County issues "Stay at home" order.

*Special requests will be assigned as applications are received – first come, first served

*Tents are not required or provided. Vendors are responsible for their own tent which must be weighted.

ACCESS: This event will take place on a field that is up a slight incline. While we are working on handicapped access, it is currently not handicapped accessible. Special assistance can be provided with proper communication to our volunteer team to help get Vendors loaded/unloaded safely.

PARKING: Vendors are welcome to park in front of the gym before and after to load/unload vehicles. Volunteers from St. John's will also be available for assistance. Vendor Vehicles need to be moved from the entrance by 9:30am We have provided parking spaces for your vehicles at Olanwood Office Park (offices just next to St. John's Church). If you require handicap parking – please notify us in advance so that we may make proper arrangements. Parking will not be permitted on the field or black top.

TAX: All vendors are responsible for collecting their own applicable taxes on market day. You will receive a donation form from St. John's once your application and payment has been received.

DISPLAYS: All vendors are responsible for supplying their own display materials that conform to the space allocated and are of safe and acceptable construction.

ADVERTISING: The Holly Harvest Bazaar Committee will be advertising in the following ways: Washington Post, Calendar Sections of local news and neighborhood newsletters, Signs and Banners around town, Facebook, Twitter, through St. John's Episcopal School. We also encourage you to advertise among your community. Fliers will be emailed to you.

ELIGIBILITY: The St. John's Holly Harvest Bazaar is open to everyone. The Holly Harvest Committee reserves the right to not allow sales of any items that are not in good taste. All applications will be reviewed, and we will let you know if you are accepted.

LIABILITY: By accepting this agreement, the vendor releases St. John's Church & School from any and all liability for any damage, injury, illness, loss or theft to any person or goods for any cause whatsoever, nor will they be a party to any legal action against them.

PLEASE NOTE: The Fire Marshall requires no smoking or vaping on the St. John's Campus.

APPLICATIONS: If you would like to participate please complete the attached application and return to Johnna Gilchrist PO Box 187, Olney, MD 20832

QUESTIONS: Please contact Johnna @ johnnabenson@gmail.com or by cell 301-661-4612



Please fill out the information below and submit before October 1st

Name: _____

Business/Company Name: _____

Address: _____

Phone: _____ Cell: _____

Email: _____

Description of craft/items and which category you will be participating in:

Number of Spaces:

# of 10x10 Space(s)	_____	\$50 per space	_____
# With 6' Table	_____	\$20 per table	_____
# Chairs	_____	\$5 per chair	_____
Food Truck	_____	\$0.00	

Enclosed check for TOTAL \$ _____

Special Requests such as specific position or end of row will be assigned as applications are recieved.

Sign up soon only 50 Vendors will be accepted!

I hereby agree to and will abide by the contract regulations provided to me by
ST. JOHN'S EPISCOPAL CHURCH regarding participation in THE HOLLY HARVEST BAZAAR:



Signature of Vendor: _____ Date: _____

Please make check payable to St. John's Episcopal Church and mail to:

**St. John's Episcopal Church
Holly Harvest Bazaar, Attn: Johnna Gilchrist
PO Box 187, Olney, MD 20832**

Please provide links to your website and social media so that we can link them when advertising.

Website/Etsy Page: _____

Facebook Page: _____

Instagram Page: _____