



Christmas Pop-Up Market Vendor Application Form

Event Details:

- **Event Date:** Saturday, November 30, 2024
- **Event Time:** 10 a.m. to 4 p.m.
- **Set Up Time:** 9 a.m.
- **Location:** Greater Reedley Chamber of Commerce, 1044 G Street, Downtown Reedley

Applicant Information:

- **Vendor Name(s):** _____
- **Contact Person:** _____
- **Phone Number:** _____
- **Email Address:** _____

Business Information:

- **Business Name:** _____
 - **Type of Business:** _____
 - **Brief Description of Products/Services:** _____
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Fees:

- **Participation Fee:** \$40 for a 6-foot table.
- **Business License:** Additional \$10 fee for a temporary business license if the vendor does not have a City of Reedley Business License. (The Chamber will submit the temporary business license on behalf of the vendor.)

Payment Instructions: Please submit the participation fee along with any applicable business license fee to the Greater Reedley Chamber of Commerce. There is a 3.5% percent fee on credit card payments.

Application Deadline: Friday, November 22, 2024

Logistics:

- **Space & Equipment:** Each approved vendor will be provided with one 6-foot table and one chair. Vendors must be self-sufficient and responsible for any additional setup items they may require.
- **Electricity:** Electricity is NOT provided.
- **Setup:** Vendors may begin set up at 9 a.m. All items should be carried to the vendor area.
- **Take Down:** Vendors may begin takedown and cleanup promptly at 4 p.m. Vendor space must be left clean and free of any trash or materials.

Rules and Regulations:

- **Setup and Takedown:** Vendors must be fully set up by 10 a.m. and are required to stay until the end of the event at 4 p.m.
- **Limited Space:** Space is limited and will be granted on a first-come, first-served basis.
- **Vendor Responsibility:** Vendors are responsible for maintaining their space and ensuring it remains safe and organized throughout the event.

Agreement: By signing below, I/we agree to abide by all the rules and regulations set forth by the Greater Reedley Chamber of Commerce for the Christmas Pop-Up Market. I/we understand that failure to comply may result in exclusion from the event and future events.

Hold Harmless/Liability Release: I, the undersigned, hereby agree to protect, defend, and hold harmless the Greater Reedley Chamber of Commerce and its officers, agents, and employees from any claims, liabilities, expenses, or damages arising from participation in the Christmas Pop-Up Market. I agree that I, my employees, staff, partners, or anyone representing my business/organization will cooperate with event officials and other participants. The Greater Reedley Chamber of Commerce reserves the right to remove or exclude any participant whose conduct violates the event’s purpose or policies, and no refund will be provided.

Signature: _____

Date: _____

Please submit your completed application along with the fee(s) to:

Greater Reedley Chamber of Commerce

1044 G Street, Reedley, CA 93654

For any questions or additional information, please contact the Greater Reedley Chamber of Commerce at marketing@reedleychamber.com or **(559) 638-3548**.

Thank you for your interest in participating in the Christmas Pop-Up Market! We look forward to a festive and successful event.