

# TKOB Fall Art & Craft Fair

Presented By



## Vendor Application Form

The Traveling Knights of Old Bridge (TKOB) competitive marching band parents association will be hosting an indoor Art & Craft Fair and is looking for 50 original crafters and artists for our event! This event will help fund our award-winning band's props, equipment, travel, and related costs for the 2025-2026 season.

### **Event Details**

**Date:** Sunday, September 28, 2025

**Time:** 11:00am-4:00pm

**Location:** Old Bridge High School, 4209 County Road 516 Matawan, NJ 07747

**Table Space:** \$40 (Early Bird pricing until July 14). \$50 (July 15-onward).

We are looking for a wide variety of handcrafted items including art, jewelry, bath & beauty, pet items, fiber arts, photography, woodworking, clothing, home décor, and more. We are also looking for kids face painting, balloon animal artist, and two (2) food trucks for this event. Vendors applications will be reviewed on a first come, first serve basis for each category. This event is held inside our large cafeteria rooms, so event is Rain or Shine!

**General Entry:** No fee (donations will be requested)

### **Application Deadline:**

- **Early Bird:** Applications received on or before July 14.
- **Regular Price:** Applications received between July 15 – August 15.

**Full Payment Deadline:** Within 2 weeks of being accepted into the event or your space may be forfeit.

### **Event Contact**

**Email:** [ShaneHage@msn.com](mailto:ShaneHage@msn.com) **Phone/Text:** 732-546-7215 **Website:** <https://tkob.org>



*Vendor Application Form*

Full Name: \_\_\_\_\_

Full Address: \_\_\_\_\_

Business Name (if applicable): \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Internet Media Links:

- ☐ Facebook:
- ☐ Instagram:
- ☐ Pinterest:
- ☐ Website:
- ☐ Other(s):

Description of item(s) to be sold:

Picture(s) of items and/or table intended for sale must be emailed to [ShaneHage@msn.com](mailto:ShaneHage@msn.com) or included in mailed application.

**Send Signed Application, Photos, and Check (do not send cash) to:**

Art & Craft Fair 2025

c/o Shane C. Hage, President TKOB

9 Warren Drive

Old Bridge, NJ 08857

Make Checks payable to: Traveling Knights of Old Bridge

Prefer to use Venmo for payment? @TKOB1 (use 8982 if prompted) "TKOB Craft Fair 2025, youremail@email.com" in comment section.



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**Guidelines for Crafters & Vendors**

1. Applications must be received no later than **August 15, 2025**. Your application will be reviewed within 2 weeks from date received.
2. Full payment is required within 14 days after approval otherwise your space may be forfeit. Payment is non-refundable, no exceptions. In the event of a bounced check, Vendor agrees to reimburse TKOB with a \$50 returned check fee.
3. Your reserved space cannot be transferred.
4. All vendor spaces are indoor sized at 10' x 10'. Price is for one space only. Multiple spaces are allowed subject to availability.
5. You must provide your own tables, chairs, and any other equipment. No tents, canopies, umbrellas, or similar items are permitted.
6. Vendor entrance time is expected starting 8:30am. All crafters/vendors must setup by 10:45am.
7. Vendors cannot break down their displays prior to 4:00PM. Vendors must complete break down & exit the building no later than 5:30PM.
8. REGULATIONS:
  - a. Vendors must provide photos and/or social media links of saleable items with application for consideration.
  - b. Vendor items will be reviewed and approved by photographs upon registration.
  - c. Any items not preapproved, which competes with another vendor or violates any other terms in this agreement, may be asked to be removed on event day.
  - d. Vendors must be in attendance for the full event.
  - e. Spaces can not be sublet or transferred to another party.
  - f. TKOB has final say on all vendors who participate.

g. Vendor must produce a licensing agreement for any copyrighted/trademarked items on display or being sold.

h. Vendor is solely responsible for complying with any and all Federal, State, and local laws applicable to your participation in the show.

9. All trash, litter or debris brought into the show or generated while in the show must be taken with you when you leave. Garbage cans will be available inside the event.

10. Vendor agrees to assist in advertising the event through their website, social media, or other means. TKOB will be advertising through various social media/internet platforms, email distribution lists, flyers at various venues, and other available options leading up to event day.

11. An email containing final details and space assignment will be sent at least one week before the event date.

12. NOT PERMITTED: TKOB reserves the sole right to enforce Vendor removal of inappropriate items including, but not limited to, unlicensed products, adult-oriented materials, controlled substances and paraphernalia, weapons, or other items of concern. Failure to comply may result in Vendor expulsion.

13. INDEMNIFICATION: Vendor fully indemnifies TKOB, Old Bridge Public Schools, their staff, members, officers, volunteers, and performing students against any and all legal actions including, but not limited to, theft, accident, injury, copyright/trademark infringement, business registration, and sales tax collection.

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

Date: \_\_\_\_\_

Visit our socials:

Website: <https://tkob.org/fundraising>

Instagram: <https://www.instagram.com/obmusicandmarch/>

Facebook: <https://www.facebook.com/OBHSmusicandmarch>

X: <https://x.com/obmusicandmarch>