



7735 Atlanta Hwy. Montgomery, AL 36117

Dear Vendor:

We appreciate your support. We desire the Fall Fair to become a tradition and a one-of-a-kind event that supports Gracefive.org Outreach, concentrating on the Monarch House Ladies Recovery Home. Vendors marketing high-quality, hand-crafted items are an important part of this experience.

Hand-crafted merchandise has always been a featured part of the event, and so vendors must carefully select and display their wares. Whether you have been coming to the Fair for 25 years or are contemplating joining us for the first time, I call your attention to several points:

- **All** applicants must supply photographs of merchandise.
- **All** applicants must provide detailed descriptions of merchandise.
- **Only 1** MLM (Mary Kay, Scentsy etc.) will be allowed per brand. First come first serve acceptance.

Thank you for helping us support the women of the River Region in their journey to create a new life after drug rehab and/or prison.

Cordially,  
Rachel Mitchell  
Executive Director  
GraceFive.org



334.315.9728



pastor@riversedgchurch.us



gracefive.org

## 2024 Fall Fair

### *Craft Vendor Application Information*

7735 Atlanta Hwy Montgomery, AL 36117 334.593.7106

[pastor@riversedgechurch.us](mailto:pastor@riversedgechurch.us) GraceFive.org facebook.com/gracefive.org

Date	Saturday October 19, 2024
Time	9:00 AM to 4 PM
Location	7735 Atlanta Hwy Montgomery AL 36117
Booth Size	10X10
Set-Up Time	7:00 AM Saturday October 19, 2024
Fee	\$50.00
Payment	Check or credit card only
Deadline	Applications will be received until October 10, 2024

### **Fair Philosophy**

The mission of the Fall Fair is to provide (i) the public with an opportunity to experience a fun fair with hand-made arts and crafts, raise awareness of the recovery needs of women within the River Region, and to showcase for the display and sale of such arts and crafts while providing a fun fall family experience. GraceFive.org strives to create an event that (i) showcases the talents and skills of vendors, (ii) has a mix of vendors and merchandise that is appealing to visitors, and (iii) maximizes the opportunity for vendors to sell their merchandise. Therefore, GraceFive reserves the right to decline certain vendors and/or restrict merchandise proposed for sale to minimize product overlap and/or inappropriate merchandise.

*Vendors should carefully read the general information provided below and the specific points made on the following page.*

## ***Craft Vendor Application Form Instructions***

***To reflect the atmosphere of the Fair, vendors must adhere to the following requirements:***

### **Application**

This application form is used by vendors selling hand-crafted items, MLM or food. Only complete applications will be reviewed by GraceFive.org

### **Merchandise Sold**

The Country Fair is an invitational show of traditional handmade art and handcrafts, limited MLM company products, and food trucks. Vendors selling unauthorized items will be asked to remove them, and selling unauthorized items jeopardizes acceptance at future GraceFive.org events.

GraceFive.org reserves the right to limit the merchandise offered for sale by vendors. The Fair is not intended to be a venue for a vendor to sell “close-out,” “deeply discounted,” “overstock,” or similar merchandise. The vending experience at the Fair is not intended to replicate what is commercially available but rather to highlight individual vendors' concepts, designs, and products.

GraceFive.org reserves the right to request the removal of inappropriate crafts and/or displays, and vendors selling unauthorized items will be asked to remove those items.

Vendors are not permitted to sell raffle tickets or other prizes for cash. Vendors can offer chances, coupons, and/or promotional incentives at their booth for free or reduced-price merchandise. In no case will vendors or their staff be permitted to walk the grounds of the Fair to advertise such promotions.

### **Application Materials**

All applications must include all required documentation, including photographs and a complete listing of merchandise.

The vendor application must include at least four photographs showing all the products you intend to sell along with detailed descriptions. Digital photographs submitted by e-mail (pastor@riversedgechurch.us ) are preferred. Hard-copy photographs will be returned only if a self-addressed stamped envelope is included with the application.

Application fees must be submitted with the Vendor Application Form, and an application will not be considered complete without including the fee. Vendor payment will not be processed until GraceFive.org has accepted the application.

*Submission of an application does not guarantee acceptance to the Fair.* GraceFive.org reserves the right to decline any application; all decisions are final.

Fees for accepted vendors are non-refundable. Fees from those applicants that are not accepted will be returned.

Submission of applications will be acknowledged within 3 days of their receipt. Acceptance or denial notifications will be provided within one week thereafter.

### Vendor Space Details

- The Fair is a “rain or shine” event and will only be canceled in the event of severe weather.
- Vendors participating will be permitted to set up on Saturday morning @ 7:00 AM.
- Vendors should bring their own tables, chairs, and weather protection. If power is needed, vendors are responsible for supplying their own power generators.
- The Fair Committee reserves the right to assign any vendor space based on extraordinary circumstances, including, but not limited to, safety considerations, the type of merchandise sold, and other site considerations. All space assignment decisions are final.
- Each vendor spot will be numbered, and staff will be available to help you find your spot. Details on space assignment, vendor unloading, and parking will be provided within two weeks of the Fair.
- All vendors agree to staff their booths during the Fair from 9 AM to 4 PM. Vendors agree not to dismantle their display before 4:15 PM. Vendors who dismantle their display before 4:15 PM for whatever reason, including inclement weather, jeopardize their acceptance to future GraceFive.org events.
- Unless explicitly permitted by the vendor, GraceFive.org will not share or distribute the vendor’s personal contact information with other individuals or organizations. If provided in the application, GraceFive.org will use the Vendor’s website/Facebook/Etsy link to promote their participation and include it in a list of participating vendors, which will be posted on GraceFive.org before the Fair.
- GraceFive.org, RiversEdge Church, and Little Explorers Learning Center do not assume responsibility for lost, stolen, or damaged goods or personal items.

**2024 GRACEFIVE.ORG FALL FAIR & CRAFT SHOW**  
***Craft Vendor Application Form***

<b>Last Name</b>	
<b>First Name</b>	
<b>Business Name</b>	
<b>Address</b>	
<b>City, State Zip</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Website</b>	
<b>Do you plan to bring a canopy or tent?</b>	
<b>How many spaces @ \$50?</b>	

*Payment can be by check or money order made payable to GraceFive or by credit card.*

<b>Credit Card #</b>	
<b>Exp. Date</b>	
<b>CVV #:</b>	
<b>Billing Address</b>	
<b>City, State &amp; Zip</b>	
<b>Signature:</b>	

## ***2024 Vendor Merchandise Listing***

The Fair is an invitational show of arts and crafts meant to showcase the talents and skills of individual vendors. Applications that focus on handmade goods are strongly encouraged. The fair committee will decide whether to include other merchandise. GraceFive.org reserves the right to limit merchandise offered for sale by vendors.

The Fair is not intended to be a venue for a vendor to sell “close-out,” “deeply discounted,” “overstock,” or similar merchandise. The vending experience at the Fair is not intended to replicate what is commercially available but rather to highlight individual vendors' concepts, designs, and products.

GraceFive.org reserves the right to request the removal of inappropriate crafts and/or displays, and vendors selling unauthorized items will be asked to remove those items.

### Merchandise Listing and Descriptions

List and describe **all** merchandise that you intend to sell at the Fair. *Please also attach or e-mail at least four (4) representative photographs of merchandise and display.*

<i>Merchandise Listing</i>	<i>Description</i>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

***Use additional sheets as needed***

## Vendor Show Participation

List the name, location, and date of events that you have participated in.

[illegible]