

Eagle Elementary



2023 EAGLE PTE CRAFT FAIR VENDOR APPLICATION

600 S 1st STREET, EAGLE NE

SATURDAY—October 28, 2023

9am-2pm

Name _____

Company Name and/or Type of Craft _____

Address _____ City _____ Zip _____

Phone _____ Email _____

Free will donation for all vendors. Please pay via Check or Cash if you would like to donate.

Total enclosed \$ _____ (checks payable to: **Eagle Elementary PTE**)

Set up time will be from 7:30-8:45 am day of show. This event will be in the School Gym and you will need to bring your own table and chairs. Please park in the parking lot North or East of the school.

Independent sales vendors with retail items (i.e. Mary Kay, Pampered Chef, etc.) will be accepted on a limited basis, and booths of the same company cannot be accepted. We reserve the right to restrict items not identified from being displayed. Fundraising organizations are not eligible for entry.

Thank you so much for your interest. Your booth will be confirmed once this contract and your donation is received if you're donating. **THIS FORM MUST BE RETURNED NO MATTER WHAT TO CONFIRM YOUR SPOT! FORMS ARE DUE OCTOBER 23, 2023. THANK YOU!**

Return form and donation to:

EAGLE PTE
P.O. BOX 414
EAGLE, NE 68347

Text or call Becky Tinant @ 402-890-1925 with any questions or email us at PTE.Eagle@gmail.com

Eagle Elementary



PARENTS AND TEACHERS OF EAGLE (PTE) VENDOR PARTICIPATION **AGREEMENT**

Event is held at the Eagle Elementary School Gym. Vendors may begin setting up at 7:30 am and we would like you to be ready by 8:45am. Vendors can close any time after 2 p.m.

1. Setup/ Break Down: All Exhibitors must be set up and ready to sell by 9:00 am the day of the Craft Fair. Exhibitors may begin setting up at 7:30 am the day of the Fair. Break down can start no sooner than 2:00 pm on Saturday and must be completed by 2:45 pm. No vendor is to close before the official closing time. Sellers are responsible for their selling spaces. *Before leaving, be sure your area is clean and trash-free.
2. Staffing: Exhibitor tables/ booths must be manned at all times and intact until show closes at 2 p.m. Eagle Elementary and Eagle Elementary PTE are not responsible for merchandise or display materials.
3. Exhibitor Items: Eagle Elementary PTE reserves the right to have items removed that are considered not appropriate. No open flames, selling of food, profanity, tobacco or alcoholic items/references, or suggestive material are permitted.
4. Exhibitor Responsibility: Exhibitor will be fully responsible for any loss or damage to his or her property by theft, fire or casualty. Eagle Elementary and Eagle Elementary PTE expressly disclaims any responsibility for same. Exhibitors shall be responsible for any damage which may be incurred to the facilities as a result of or in connection with its operation. Each exhibitor is responsible for the conduct of his employees and/or representatives, and activities must not detract from the image or welfare of the fair.
5. Exhibitor Spaces: Placement is done on a first come, first serve basis.
6. Direct Sales: Only one vendor from each direct sales company will be allowed. Spaces are reserved on a first-come first-served basis.
7. There will be a \$25.00 service charge for returned checks.
8. If fees are paid and you do not show for any reason, fees are forfeited! - **THERE ARE NO REFUNDS!**
9. If Show is cancelled due to Covid, donations will be refunded or applied to another craft show at a later date.
10. Tables & Chairs: Each Exhibitor must furnish his or her own chairs, tables, or stands - **NO ELECTRICITY AVAILABLE!!**
11. Vendor shall comply with all laws, ordinances or rules and regulations of any lawful authority, agency or government entity which apply to the use of its vending unit requirements, including without limitation, any applicable fire and building code of the Village of Eagle, District 145 regulations, and health regulations of the Cass County Health Department.

Waiver of Liability: In consideration of your acceptance of this entry form and fee, I the undersigned, intending to be legally bound, do hereby for myself, my heirs, executors and administrators, waiver and release any and all right and claims for damages I may have against Eagle Elementary and Eagle Elementary PTE for any and all illnesses or injuries suffered by me or members of my group in this event. I further grant permission and authorize Eagle Elementary and Eagle Elementary PTE to use any photographs, videotapes or any other record of this event for any legitimate purpose.

I have read the Terms of Vendor Participation Agreement and agree to abide by its rules and all terms and conditions set forth therein. **Please keep one copy of this agreement for your records.**

Name of Business _____

Printed Name _____

Signature _____ **Date** _____