

Cypress Creek Civitan Fall Bazaar Vendor Application

(Please PRINT clearly or type)

Event Date: October 26, 10:00am—4:00pm

Event Location: New Hope Worship Center, 7428 Pearces Road, Louisburg, NC 27549

Name _____

Business Name _____

Sales & Use Tax ID# _____

Mailing Address _____

City _____ State _____ Zip Code _____ Phone Number _____ (H/W/C)

Email Address _____

(Required to receive event updates)

Booth Option: 6x6 Inside 10x10 Outside Add Electricity (Inside Only)

Brief Description of Product(s): _____

Please send a picture of sample items to cypresscreekcivitanbazaar@gmail.com.

Special Requests: (e.g., sharing or having adjoining booth, special needs, etc.) _____

Friday Night Set-up (6:00—9:00 PM) Saturday Morning Set-up (7:00 AM—10:00 AM)

Would you like to donate an item to our raffle? Yes No

If yes, what will you donate? _____

1. **FEES:** 6'x6' Inside Booth—\$50; 10'x10' Outside Booth—\$50; Two Booth Special \$95
 - a. Electricity is available in a limited number of booths for an additional \$10 per booth (electricity not available outside).
 - b. Each vendor must provide own extension cords, table, and chair(s).
2. **BOOTH RENTAL FEE & PAYMENT:** Payment is due at time of application. Please pay online at www.cypresscreekcivitan.com. Payments can also be mailed to 406 Lake Royale, Louisburg, NC 27549. Deadline for application and fee submission is October 4.
3. **APPLICATION ACCEPTANCE:** Booth spaces are limited and on a first-come/first-serve basis. **You will be notified via email upon the acceptance of your application.**
 - a. The Civitan Club may choose to deny a vendor based on **appropriateness of products and duplication of vendors**. All items for sale must be new. No selling of previously owned or used items.
 - b. Booth space allocation is at the sole discretion of Civitan Club.
4. **CANCELLATION POLICY:** Payment is due at time of application; **NO refunds** will be issued unless you are denied due to duplication or for other reasons as listed above.
5. **SALES:** All sales will be transacted by and all proceeds will go directly to the vendors. The Civitan Club will charge no commission and make no guarantees as to the amount of profit that may be generated by vendors. (But a donation to the Civitan Club will be gladly accepted and appreciated.)
6. **SETUP AND BREAKDOWN:** Setup begins at 7:00 AM on Saturday, October 26. Early Bird Set-up is from 6:00—9:00 PM on Friday, October 25. **Vendors, please remain at your booths until the advertised closing time of 4:00 PM.** Breakdown will be from 4:00—5:00 PM.
7. **CONTACT INFORMATION:** If you need any information, please email us at cypresscreekcivitanbazaar@gmail.com or call
8. Judith Bolton at 919.538.3586.

I have read and understand the above guidelines.

Vendor Signature