



2018 Middleburg Shop Small Vendor Application NOV 24th, 2018

(PLEASE PRINT CLEARLY)

CONTACT: *ShopSmallMiddleburg@gmail.com*

Company: _____

Contact person: _____

Email: _____

Address: _____

Cell Phone: _____

City/State/Zip: _____

Were you a vendor at last year's festival? Yes No

Nature of business and items you sell:

Category: Food/Beverage Crafts Art Health/Beauty Floral/Greenery

Business Opportunity Entertainment Community Service Automotive

Historical Children Other (Please describe)

Please include up to two (2) photos of your display at the time of registration.

ALL VENDORS MUST donate at least one door prize (\$10 value) at the beginning of the event by 8:00 AM.

Fee enclosed: \$25 Standard \$20 Member Discounted Fee (MCA/BIZ current paid members only)

AFTER OCT 10th \$50 NO DISCOUNTS (CASH ONLY)

Make checks/money orders payable to **MIDDLEBURG CIVIC ASSOCIATION.**

Mail to: **SHOP SMALL MIDDLEBURG, PO BOX 68, MIDDLEBURG, FL 32050** (must be postmarked by **Oct 10, 2018** to secure vendor booth and receive discounted price. (Applications can be delivered in person until Sept 26, 2018 at monthly BIZ meeting.) Space is first come. **ALL APPLICATION RECEIVED AFTER Oct 10th IS CASH ONLY.**

Contact: *ShopSmallMiddleburg@gmail.com* for more information or

Call - Nina Tyndall @ 424.1873

If you are interested in becoming a member of the Middleburg Civic Association, please check the Membership section of our website. www.MiddleburgCivicAssociation.com and include membership with application.



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Vendor Rules and Application:

ALL VENDORS MUST BE "CHECKED IN" BEFORE SETTING UP

ALL Vendors must submit attached application. Upon receipt of your application you will receive a confirmation e-mail with further information.

ALL spots are assigned and require a booth number to be on display throughout the event. Applications must be postmarked by Oct 10th, 2018 or dropped off at our Sept 30th, 2018 meeting to secure vendor booth.

Vendor space for non-members cost \$25 and MCA members \$20 (*if paid before Oct 10th, 2018*) plus a door prize donation valued at \$10. Door prizes item must be turned in at check-in. Set up must be completed and all vehicles must be moved by 8:00 AM SHARP! Vendor space after Oct 10th, 2018 will be \$50 Cash only.

Vendors must meet local, state, business and tax regulations, adhere to all Health Department requirements, and have necessary documents on hand. (Inspectors may be on site)

NO Alcohol permitted in parking lot. All vendors must keep products family friendly.

Power and water are not guaranteed available. Please plan accordingly.

Clean up after yourself. Remove all trash. If you do not clean up your area, you will not be invited back.

Contact us at: **SHOP SMALL MIDDLEBURG**

PO BOX 68, MIDDLEBURG, FL 32050

ShopSmallMiddleburg@gmail.com

Nina Tyndall @ 904.424.1873

I, _____, aka vendor _____
hereby hold Middleburg Civic Association, any affiliates or associates harmless of any and all liability in the case of damages, harm or loss in any way. I assume any and all responsible for myself, my employees, associates, and guests. I choose to participate freely in this event of my own free will with full knowledge of any and all liability.

Signature

Date