

# *“Liberty Field Crafts & Singing”*

## **Vendor Agreement & Vendor Application**

### **Vendor Agreement:**

- 1) **Right to Sell:** “Liberty Field Crafts & Singing” {L.F.C.&S.} grants You, the Vendor, the right to sell, distribute, display, or provide—and Vendor agrees to sell, distribute, display, or provide—at the market site, only the items and/or services listed and described on the Vendor Application: nothing else, especially food (unless, of course, you are applying for a food booth). Addendums can be submitted prior to the beginning of the event for approval.
- 2) **Booth Space:** L.F.C.&S. will provide space at the festival site for the exclusive use of the Vendor. Space is 10’x12’—as is--: you provide your own tables, chairs, canopy, and/or other accoutrements.
- 3) **Cost of Booth Space:** \$20.00 without power and \$25.00/\$35.00 with power
- 4) **Electricity ~ IMPORTANT INFO ~** Electricity at the site is very limited. If you need electricity, please let us know on your application form what you need.
- 5) Vendor shall pay “Liberty Field Crafts & Singing” the agreed upon amount for the use of the designated booth space, to be paid in full 48 hours prior to the event.
- 6) **Set Up for Saturday:** Vendors 6-8 am the day of the event or the previous day by appointment.
- 7) **Event Hours:** the hours for the event will be 10 am until 6pm
- 8) **Break Down:** No cars will be allowed back on the field until after the Festival closes
- 9) Vendor shall keep their booth area clean and sanitary at all times. Vendor shall be responsible for removing any and all trash, recycling, and compost from his/her booth and surrounding area, and for disposing of it in the designated containers provided onsite. Please clean your site fully before leaving and take everything with you. This is a “leave no trace” event.
- 13) Vendor is responsible for providing the entire contents of his/her booth including, but not limited to: decorations, costumes (if desired), and fixtures needed to complete his/her booth, including a Canopy for shade—which is ESSENTIAL but not mandatory—and tables, chairs, display racks, etc.
- 14) Vendor is responsible for complying with all county fire & safety regulations, and for food booths, health department requirements.
- 15) Vendor agrees to indemnify and hold Liberty Baptist Church – “Liberty Field Crafts & Singing”, its producers, sponsors, staff, and members harmless from any claims or causes of action arising out of, or in any way connected with, the activities of the Vendor, or sale by the Vendor to the attendees of its products and/or services at “Liberty Field Crafts & Singing” .
- 16) If in the judgment of “Liberty Field Crafts & Singing” the operation of the booth or the quality of the merchandise or services does not meet the requirements of this agreement, or if the vendor is in default of any other term of this agreement, “Liberty Field Crafts & Singing” may terminate this agreement in part or in its entirety at any time.

## *“Liberty Field Crafts & Singing”*

17) Vendor may terminate this agreement at any time prior to the event with the understanding that all fees paid to “Liberty Field Crafts & Singing” will be forfeited by Vendor if termination is within 48 hours of the event. Once set up at the event, vendor agrees to stay set up for the full event.

18) Sales or Distribution of the following items are prohibited: alcohol, illegal substances, pornography, animals, guns, other weapons, and toy weapons. Please do not bring any food or beverages to sell at “Liberty Field Crafts & Singing” unless you are registered as a Food Vendor.

19) No Dogs, No Alcohol, and No Drugs at the “Liberty Field Crafts & Singing” or anywhere at Liberty Baptist Church.

20) TO HONOR THE CHILDREN: If you feel so inspired, we encourage you to have at your booth a free activity for children. This can be very simple, such as a game, a project, or any activity... even stickers or balloons to give away... no sugar or artificially sweetened candies or beverages please. This has been a fun and popular aspect of this festival. Thank you for honoring the children!

Please read the above Vendor Agreement and the Vendor Application below. All the information you need should be here, or elsewhere on this site. If you have further questions, please contact our vendor coordinator, Lynda Ditmar, 423-355-7504

I, \_\_\_\_\_, agree to all of the conditions herein  
stated in this agreement. Signed on this \_\_\_\_\_ day of the month of  
\_\_\_\_\_, 2021.

# *“Liberty Field Crafts & Singing”*

## **Vendor Application**

Please use this form to apply for a vendor booth space at “Crafts in the Field”. Please fill it out completely. Please save a copy of it for your records.

Please note that items below with a brown asterisk/star after their name *\*must\** be filled out or you won't be able to submit your application. If a field or question does not apply, please put “N/A” or “None” into the space provided.

Vendor's Booth Name:*\** (Trade Name, Company Name, DBA Name, etc.)

---

Contact Person (your name):*\**

---

Mailing Address*\**

---

Street Address

---

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone # (Land Line ~ Put "None" if you don't have one)*\** \_\_\_\_\_

Cell Phone # (Put "None" if you don't have one)*\** \_\_\_\_\_

Email Address (This is essential, since we will send you your confirmation by email.)*\**

---

Website or Vendor Social Media Page(Your web page, please put "None" if you don't have one.):*\**

---

I have read and understood the Vendor Agreement above and agree to all of the terms.*\**

Yes \_\_\_\_\_ No \_\_\_\_\_

All Booth Space Must Be Prepaid. Booth Space Fee must be received by April 15th, 2021.

Please list a brief description of ALL items and/or services that will be offered within your booth:*\**

---

---

---

---

# *“Liberty Field Crafts & Singing”*

Do you need electricity for your booth:\*      Yes \_\_\_\_\_ No \_\_\_\_\_

\$25 - Electricity for your NON-FOOD BOOTH (low watt lights only! LEDs & LED Light Ropes - best

2nd best: Christmas mini bulbs --- NO: Incandescent, CFLs or Halogen Bulbs, No Heaters, etc!

\$35 - Electricity for your FOOD BOOTH

We have very limited electricity at this facility and ask everyone to limit their use to the bare minimum of what is necessary: 150 Watts max per booth. That means: LEDs & LED LIGHT ROPES & TINY-BULB CHRISTMAS LIGHTS \*\*\*ONLY\*\*\*

**Electrical Needs for Non-Food Booth** :: If you are applying for a non-Food booth, and have electrical needs, please let us know what you want to power and how many watts it draws. Each non-food booth is asked to limit their use of electricity to 150 Watts. Suggested: a strand or two or three of LED or Mini-Christmas lights or a few LED Light Bulbs. If you have other special needs for electricity, please list those here too, for approval. Please let us know what you want to power and how many watts it draws. Our general criteria is to limit your booth to usage of 150 Watts, max. If you need more for lights, please consider battery operated lanterns or battery operated LED spotlights. NO: Kerosene lanterns, White Gas lanterns, or Candles. Fire Season: NO FLAMES permitted. Compact Fluorescent Bulbs (CFLs) are no longer permitted. Also, NO Incandescent or Halogen bulbs. We will make every consideration to accommodate your electrical needs.

**Electrical Needs for Food Booth** :: If you are applying for a Food booth, and have electrical needs other than a strand or two or three of LED or Mini-Christmas lights or a few LED bulbs, please let us know your special need(s) here. Please let us know what you want to power and how many watts it draws. NO: Kerosene lanterns, White Gas lanterns, or Candles. NO FLAMES PERMITTED WITHOUT PRIOR WRITTEN PERMISSION.

TOTAL \$ AMOUNT DUE (All booths must be paid in advance.):\* \$ \_\_\_\_\_

TOTAL AMOUNT I am mailing by Check or Money Order NOW: \$ \_\_\_\_\_

Credit Card Info: #: \_\_\_\_\_

Exp date: \_\_\_\_\_ security code: \_\_\_\_\_

This should be the same as the Total Amount Due, from the field above. Please make out your check or money order to “Liberty Festival” and mail it to to: Liberty Baptist Church, c/o PO Box 1764, Trenton, GA. 30752. Please note that we will consider your order paid when we receive your check, and your order will be processed on that day.

TOTAL AMOUNT I am paying by Credit Card. \$ \_\_\_\_\_

If Paying by Credit Card please add \$2.00 to cover the service charge.

## *“Liberty Field Crafts & Singing”*

Please upload a photo of your booth from your computer and send it to [lditmar1960@gmail.com](mailto:lditmar1960@gmail.com).  
Accepted file types: jpg, gif, png, pdf, tiff, tif.

Have you had a booth at “Liberty Field Crafts & Singing” before? If so, what was the name of that booth, which Festival, and what year(s) did you have it?\*

Is there anything else you would like to tell us or ask us?

---

---

---

---

---

---

---

[www.libertybaptisttrenton.org](http://www.libertybaptisttrenton.org)