

Jefferson JEWELRY SHOW

Saturday, April 28, 2018 • 10:00 am - 7:00 pm
at the Jefferson Civic Center

2018 JJS COMMITTEE USE ONLY			
Received:	By:	Confirmation:	A D WL
Payment Type & Amount:		Deposit:	
Indem:		Other:	
Current Space:		Space Requested:	
Table Request:	Type:	Electricity:	

Are you a Jefferson Holiday Market vendor? Yes No

VENDOR REGISTRATION

BOOTH / BUSINESS NAME:			
CONTACT NAME(S):			
MAILING ADDRESS:			
EMAIL:		PHONE NUMBER(S):	
WEBSITE:			
CHECK ALL THAT APPLY: <input type="checkbox"/> FACEBOOK <input type="checkbox"/> INSTAGRAM <input type="checkbox"/> TWITTER <input type="checkbox"/> OTHER (PLEASE SPECIFY)			
ITEM	QUANTITY	PRICE	EXT. AMOUNT
10' x 10' Indoor Vendor Booth	1	\$50.00	\$50.00
ADD-ON: Electrical - 110v (Limited availability.)		\$25.00	
ADD-ON: Table Rental - 6', 8', or Round (Limit two tables per vendor.)	Size:	\$5.00	
Late Registration Fee (Applications received after April 1, 2018.)		\$15.00	
PAYMENT OPTIONS: CASH, CHECK, OR MONEY ORDER - WE CANNOT ACCEPT CREDIT CARD PAYMENTS.		TOTAL DUE >	

This event will take place in the larger ballroom (A/B). Vendors may submit booth requests or requirements in the space below. All requests will be taken into consideration and honored based on availability. **Please be aware that booth space requests are not guaranteed.**

Please give a brief description of the types of jewelry items that you will be selling.

2018 JEFFERSON JEWELRY SHOW Registration Rules and Guidelines

- Please complete and sign this form, and return it along with payment. A signed application constitutes a contract to follow all rules and regulations. Early registration for existing Holiday Market vendors begins January 1, 2018. Registration for new vendors will open February 1, 2018. Registrations received after April 1st will be charged a late registration fee of \$10. Any cancellation before March 15th: Full refund, less \$10 processing fee. Cancellation after March 15th: NO REFUND.
- New vendors must submit at least two (2) photographs of the items that will be sold in your booth and one (1) photo of your booth set-up. All photos may be submitted via email to diana@cityofjeffersonga.com or attached to your application. Your photos are very important for acceptance, and may be used in advertising. Photos will not be returned. Vendor selection is based on quality, originality, creativity, and attractiveness of your booth display. Only one representative of companies such as Origami Owl, South Hill Designs, etc. will be accepted. Otherwise, all custom, original, and handmade jewelry items will be considered.
- Notification of acceptance will be emailed within two weeks of receipt of your registration and payment. We reserve the right to decline any entry. If a registration is not accepted, the booth rental fee will be returned. Upon acceptance, vendors will receive a release of liability form to be completed and signed.
- Booths must be staffed at all times during the hours of operation (10:00am - 7:00pm). Vendor booths should be set-up and ready by 9:30 am.
- No advertising or advocating for anything other than your own booth items and business as submitted in your registration form.
- VENDOR SET-UP TIME: Friday, April 27th from 10:00am - 8:00pm AND Saturday, April 28th from 8:00am - 9:30am. Breakdown immediately follows Saturday's closing.**
- After set-up, vendors are required to park in the gravel lot at the rear of the building, keeping the premium spots open for the customers.
- There will not be any food vendors on-site for this event, so please plan ahead accordingly.
- This one day event is free for customers to attend. There is no admission fee.

Vendor Signature: _____

Date: _____

Make checks payable to: Jefferson Jewelry Show • Submit Application & Payment to: 28 College Street, Jefferson, GA 30549