St. Paul’s ChristkindlMarket

Artisan/Crafter Letter

Greetings,

Thank you for your interest in purchasing a space for the St. Paul’s Annual ChristkindlMarket. This event will take place on ***November 2, 2019 from 9:00 am to 4:00 pm*** in all 3 levels of the church fellowship area. Due to the high volume of knitting/crocheting vendors, these spaces will be filled on a first come first serve basis. You may begin setting up your space Friday, November 1st from 12:00 to 7:00 pm and again at 7:00 am on November 2nd.

You will be able to exhibit your articles for sale, subject to the following provisions.

1. **Vendors fee of $30 must accompany the application 2 weeks prior to the event.** No payment will be accepted the day of the event. No refunds will be given unless St. Paul’s fails to open the ChristkindlMarket due to unforeseen circumstances.
2. No food or beverages items will be sold by the vendor ***unless*** the said vendor is in compliance with New York State Health Department Regulations. St. Paul’s will not be held responsible for any violations in this matter.
3. St. Paul’s will not be responsible for the loss or damage to merchandise of the vendor. The vendor is responsible for making provisions for insurance coverage of his/her goods while on the church premises.
4. The vendor shall assume all responsibility for damage to the church because of his/her exhibit or actions. St. Paul’s is not liable for damages of said space.
5. Vendor must be ready to sell 30 minutes prior to and 15 after the event to allow patrons to shop from 9:00 am – 4:00 pm.
6. Vendor may unload at the door, but must park in designated “vendor parking” area only. These spaces will be marked.

* You may download a flyer from the church’s website so you can advertise in your community. [www.stpaulsellicottville.com](http://www.stpaulsellicottville.com)
* St. Paul’s is using the same flyer to advertise throughout the local community.

Advertising will also be done through newspapers, radio stations, and the internet.

* There will be breakfast and lunch items for sale throughout the day.
* If you have any questions please contact Glenda at 716-699-2265 during the hours of 10:00 am – 2:00 pm or you can leave a message.

We look forward to seeing you November 2nd.

Sincerely,

St. Paul’s ChristkindlMarket Committee

St. Paul’s Ellicottville

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P. O. Box 656

Ellicottville, NY 14731