

*Thomaston's  
2018 Santa's Workshop & Mrs. Claus' Market  
Vendor Info & Application Form*

Greetings Vendors:

Attached you will find the vendor application packet for Thomaston's Christmas Festivities. This Event will be located on the square and downtown Thomaston. Thank you for your interest in being a part of this great event. Please fill out the application form thoroughly, also include a product list with proposed pricing. This is to cut down on having multiple vendors with the same inventory. Please keep in mind that there are a limited number of spaces available and they will fill up quickly. So it will be on a first come, first serve basis.

**The DEADLINE for entry is November 10th, 2018.**

The City makes every effort to be friendly to the environment. Preference will be given to those vendors that can display a willingness and history of keeping it green.

**SELECTION PROCESS:**

**You will be sent an email with your approval & space number as it gets closer to the Event.**

**When submitting an application, all vendors must send a check or money order made out to "The City of Thomaston", to reserve your space. Please send all completed applications to the following address below.**

**Heather Blackmon  
Main Street Coordinator  
The City of Thomaston  
PO Box 672  
Thomaston, GA 30286**

**Thomaston Main Street – Santa's Workshop & Mrs. Claus' Market**

**Date: Saturday, November 24th 2018**

**Time: 2pm-8pm- we will also have a big parade at 7pm**

**Location: Held on the Square in downtown Thomaston, GA**

**Booth Fees: Arts, Craft, Collectables, Food, Jewelry, Clothing, Accessorie, ect....**

**\$25 non-refundable fee .....Per 10x10 space**

**Electricity Fee.....\$10 extra**

All applications are subject to approval by the Festival Committee. Please state exactly what you will have in your booth. Set up will be 12pm before the event. We will contact all vendors by email with instructions.

Also we are encouraging all booths to decorate for Christmas. If you have questions please contact **Heather Blackmon (706)601-4520** Thank you for your interest in being a part of this years' event. We look forward to reviewing your application.

Thank You,  
Heather Blackmon  
Main St. Coordinator

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**CONTACT INFORMATION:**

**Business Name** \_\_\_\_\_

**Type of Booth** \_\_\_\_\_

**First Name** \_\_\_\_\_ **Last Name** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State/Province** \_\_\_\_\_ **Zip/Postal Code** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_ **Evening Phone:** \_\_\_\_\_  
( ) \_\_\_\_\_ ( ) \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
( ) \_\_\_\_\_

*\*email will be our primary method of correspondence with you unless you note otherwise\**

**Type of products or service:** Be specific. Include brand names of products. You may attach additional information. If a product is not listed here, you will not be allowed to sell it. This application is not complete without this information. We will try to make sure there are no duplicate booths but cannot guarantee product exclusivity.

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\_\_\_\_\_  
\_\_\_\_\_

**PRODUCT PRICE RANGE** \_\_\_\_\_

**POWER REQUIREMENTS** \$10 Fee \_\_\_\_\_yes \_\_\_\_\_no

**FUEL TYPES USED** ( propane, gasoline, ect): \_\_\_\_\_

**10 x 10 SPACES REQUIRED at \$50 per space**

1       2       3       4

**Total: \$** \_\_\_\_\_

- No rain date or refund due to inclement weather.
- Cancellations that occur after applicant is accepted will be non-refundable.
- *Registrations will be handled on a first come, first serve basis.*
- Vendor agrees to have booth set up and ready for viewing by 2pm. on Saturday and may leave at 8 p.m
- Cooking or preparing of food items are only allowed in the food court area.
- All display props including tables, chairs, tents, etc. for the booth will be provided by the exhibitor.
- City of Thomaston reserves the right to reject or remove from the market any items considered unsuitable.
- There will be electricity provided for an extra fee of \$20 for individual booths in limited areas.
- You may arrive as early as 12 noon to set-up your booth space. Spaces will be clearly marked. A map showing vendor locations will be distributed to the exhibitor.
- The display area can be congested during booth set-up, please be courteous of other vendors and do not block their access to booths.
- Once you have unloaded the items from your vehicle to your booth space, please remove your vehicle and park in the designated marked areas around the square.
- Before leaving your space you must clean up any trash, etc. Please do not leave any unsold items.
- Vendor will also give a list of Items that will be sold  
This is to help cut down on having duplicate specialty items or food items.
- Notification of booth assignments will be given one week in advance by email.

*The Exhibitor will indemnify and save harmless the City of Thomaston and all employees of the same against all claims, for all damages, actions, judgments, decrees, penalties, and/or liability and expenses in connection with loss of life, bodily and/or personal injury and/or damaged property arising out of or from the use and occupancy by the Exhibitor of the premises or any part thereof. The Exhibitor also agrees to hold the City of Thomaston and all employees of the same harmless and not responsible whatsoever for loss, theft, burglary, robbery and damage to property of any kind, including equipment, supplies, merchandise, exhibits, etc. of the Exhibitor or any of its agents, invitees, etc.*

**I have read this document and am fully aware of the content and implications, legal and otherwise.**

By signature on this application I hereby state that the above information is factual and truthful and hereby grant The City of Thomaston to verify this information. Any information found to be fraudulent or deliberately misleading shall be grounds for dismissal of the applicant from consideration.

\_\_\_\_\_  
Signature of Vendor/Agent

\_\_\_\_\_  
Date

\*\*\*\*\*For office use only\*\*\*\*\*

Amount Paid \_\_\_\_\_ Date Paid \_\_\_\_\_

Method of Payment \_\_\_\_\_ / Received by \_\_\_\_\_ Booth # \_\_\_\_\_