

Fairfax City 2024 Craft Show Application Form

APPLICATION DEADLINE: MARCH 14, 2024

OFFICE USE ONLY		App. Fee Paid	Booth Fee Paid
REC# _____		<input type="checkbox"/> FF	<input type="checkbox"/> FF
		<input type="checkbox"/> HCS	<input type="checkbox"/> HCS
Date Received _____		<input type="checkbox"/> Put in Access	<input type="checkbox"/> Indem

This form is to apply to one or both craft shows. Applications must be postmarked by March 14, 2024 to be considered. All applications received after the deadline will automatically be waitlisted, if all application criteria have been met. Photo submissions may be used for both shows. The application fee and photos (5-10 photos required, including one booth photo) must be attached to the fully completed application in order to be considered at all. Any application that fails to complete the required criteria will not be considered or put on the waitlist. Meeting the required application criteria DOES NOT guarantee admittance. Notification to pay the booth fee is dependent on acceptance- please DO NOT include the booth fee in your application. Thank you.

Applicant Information

Contact Name _____

Business Name _____

Address _____

City _____ State _____ Zip _____

Email Address _____

Website _____ Phone Number _____

FALL FESTIVAL ● October 12, 2024 ● *Rain or Shine*
Downtown Fairfax - 10415 North St., Fairfax, VA

HOLIDAY CRAFT SHOW ● November 16 & 17, 2024
Fairfax High School - 3501 Lion Run, Fairfax, VA

All spaces are 10' x 10'

Crafter - \$170

Gourmet Food - \$170

- No electricity available. No generators allowed.

Fairfax City Historic District Business - 1 Free Space

- Additional Space - \$90

Fairfax City Certified Nonprofit - 1 Free Space

- Additional Space - \$90

Non-Fairfax City Certified Nonprofit - \$90

- Additional Space - \$170

City Business Expo - \$250

Non-City Business Expo - \$500

Direct Sales/Consultant Business Expo - \$250

Request a Space # (if available). Space # _____

NUMBER OF SPACES REQUESTED _____



Hallway 10' x 6' - \$200

Gym 10' x 10' - \$275
(Space has electricity)

Aux Gym 10' x 10' - \$250
(Space has electricity)

Cafeteria 11' x 9' - \$250
(Space has electricity)

Gourmet Food

Request a Double Space (if available).

Request a Space # (if available). Space # _____



Category Listing (Check One Only)			
Apparel	Children's Activities*	Gourmet Food	Painting/Drawing
Baskets	Digital Art	Glass	Personal Care/Home Fragrance
Brewery/Wine Making*	Dolls & Accessories	Information*	Photography
City Business Expo	Fabric/Needlework	Jewelry	Pottery/Clay/Ceramics
Non-City Business Expo	Floral	Miscellaneous	Soft-Sculpture
		Multi-Media	Wood
			*Fall Festival Only

Description

This will be used by the selection committee while evaluating your overall application and photos. Please write clearly in the space provided below or submit an additional page/attach a description to each photo. **A booth photo is required**, or a mockup version is acceptable, for first time vendors. **All vendors must submit photos.** Photos will not be returned and any application without photos will not be considered.

Indemnification

I have read all regulations and information pertaining to participation in the Fall Festival and Holiday Craft Show. I hereby waive any claim against and agree to hold harmless Fairfax City and the Parks and Recreation Department, their employees, elected officials, officers, agents and volunteers, from any and all claims, actions, judgements, liability for damages, losses, costs, expenses, or injury incurred or arising out of my errors, acts, omissions, violations and noncompliance with the Customer Products Safety Act, the Consumer Product Safety Act, or any other mandatory legal standards or requirements my during participation in the Fall Festival or Holiday Craft Show. I agree to pay all judgements, fines, fees, costs, expenses, and reasonable attorneys' fees incurred by the City and the parties herein indemnified from such legal proceedings. This Agreement shall be governed by the laws of the Commonwealth of Virginia. For more information on event insurance, please contact us at specialevents@fairfaxva.gov.

Vendor has caused this Agreement to be duly executed as of the date first set fourth below:

VENDOR SIGNATURE _____ DATE _____

APPLICATION FEE

\$15 per show (\$30 for both shows) must be enclosed in this application to be processed immediately. Do NOT send any booth fee payments at this time. Booth fees will be collected upon acceptance into the show(s).

If accepted into either craft show, I authorize the use of my credit card (if supplied below) for payment of the booth fee(s).

Please select the appropriate show(s) FALL FESTIVAL - \$15 HOLIDAY CRAFT SHOW - \$15

VISA DISCOVER AMERICAN EXPRESS MASTERCARD

CREDIT CARD _____

EXP. DATE _____ CVC _____

Signature _____ Date _____

<p align="center">Check/Money Order</p> <p>Check/Money Order # _____</p> <p>Make checks payable to "City of Fairfax"</p>

Please confirm you have fully completed the following items listed below. Any application that fails to meet the requirements will not be processed or considered.

- Fully completed and filled out the application
- Attached 5 - 10 photos (including a booth photo/mockup)
- Included payment for application fee(s)
- Signed the Indemnification Section

SUMBIT YOUR APPLICATION

Email: SpecialEvents@fairfaxva.gov

Mail:

OR Special Events
10455 Armstrong St.,
Room 123,
Fairfax, VA 22030



Questions? Email SpecialEvents@fairfaxva.gov