**Union Mo Pop Up Shop by Midwest Handmade**

**Knights of Columbus Hall**

**700 Clearview Dr, Union MO 63084**

**October 17th 2020**

**Set up 7:30-10am Sell 10-3 Take down 3-5:30**

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

**I sell (Specifics Please) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Owner Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

**Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Social Medias/websites:**

**Union MO Booth Information (Circle One)**

**7x7 $50**

**7x10 $60**

**$8x10 $65**

**Food Truck $25 (Outside only)**

**Will you need to rent:**

**6ft Table #\_\_\_\_ @ $5 each = $\_\_\_\_\_\_\_\_**

**Chair #\_\_\_\_\_ @ $2.50 each = $\_\_\_\_\_\_\_\_**

**How did you hear about this event?**

**Placement Requests:**

**By filling out and submitting this Application I agree to:**

**Follow all KC HALL Rules and Regulations and will be held responsible for any damages I (the vendor) create.**

-All Vendors must set up own booth.

-Self-promoting this show in the best interest for everyone. It takes a village. However, we will be heavily advertising in a multitude of ways. Please do not create an event page separate from our main event. https://www.facebook.com/events/467636994148502/

-I agree that I will not take down my booth before the end of the show, or I will not be allowed back for subsequent shows.

-You will be held fully responsible for any damage to the KC Hall or other vendors that you cause.

-This event is handmade only- if you are found to be selling items that are not handmade by you or repurposed in some way your booth will be immediately removed. You will not be refunded.

-No E-cigs or tobacco products.

-NO duct tape or webbed tape can be adhered to any place. Painters tape or masking tape is ok

-You must bring your own tables, chairs, table covers are a must, methods for taking payment, small bills and change, etc. Renting chairs and tables is allowed

-Food vendors can provide a bite size or 1 oz sample, but foods must be packaged for later consumption. You must have a cottage food license.

-Spaces are non-refundable. (in the event our show is cancelled, you would be refunded)

-We will have staff throughout the event that can watch your booth while you go to the bathroom, take a quick break, etc.

-I know that if one of my product lines is already full for this event, I may not sell or showcase it during the event. (Meaning you sign up as rustic crafts but also make soap, and soap is already full when you apply, you will not also be able to sell soap)

-No glitter please

-Pay all MO state sales tax for all sales made.

Spaces are non-refundable- you may however try to find another artisan to fill your space but they must be approved by Midwest Handmade staff first. Sometimes in the more saturated categories we have a wait list already. In the event of cancellation/postponement due to events out of our control such as Covid 19- Our event will be rescheduled- and your application and payment will be rolled to the new date.

**We reserve the right to refuse business to any person at any time for any reason.**

**I agree Signature and Date:**

**Payment and applications can be mailed to:**

Christy Arneson

545 Highland St W Annandale, MN 55302

(Checks can be made out to Christy Arneson)

Please let us know if you need to make monthly payments

Applications can also be sent via email.

**If you want to pay by credit card please do not send a check- we will send you a Square invoice to your provided email upon approval, you can then pay online with a credit or debit card. Please email a picture that best shows your work, and a photo of your booth for advertising/jury purposes to:** **MidwestHandmade@yahoo.com**

**Our Facebook Event Page**: <https://www.facebook.com/events/467636994148502/>

**PLEASE DO NOT MAKE A SEPERATE EVENT PAGE**

**Please join our merchant group on Facebook:**

https://www.facebook.com/groups/364241194076863/

This group would be a good resource for any vendors who want to split the cost of a hotel room with another vendor along with answering questions and getting to provide input on what you like in a good show. We also post which ways we are advertising for each show as applicable.

**HOLD HARMLESS AGREEMENT**

**All vendors are required to sign and return this Hold Harmless Agreement with their Vendor Application.**

**By acceptance of this agreement, the exhibitor waives all claims against the Knights of Columbus Hall and Midwest Handmade for any and all liability for any damage, injury, theft, or loss incurred before, during, or as a result of the Midwest Handmade Artisan Fair. The exhibitor will indemnify and hold harmless Knights of Columbus Hall and Midwest Handmade from any and all claims, actions, or judgments arising from and related to the exhibitor’s participation in the Midwest Handmade Artisan Fair, including the acts of the exhibitor’s employees and helpers.**

**Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:**

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