

2022 Redfield Winterfest

December 3, 2022

VENDOR APPLICATION

Please **read carefully** and complete the entire form to apply for a booth at the Redfield Winterfest Celebration. Winterfest will be held on December 3, 2022, from 9 a.m. until 2 p.m., at the West Central Valley Middle School, 1104 Grant Street, Redfield, IA.

All booths are indoors, and vendors keep all profits from their booths!

- ✦ You MUST check in with the Vendor Coordinator before setting up equipment and bringing in your product!!
- ✦ **Incomplete forms will not be honored.**
- ✦ **LAST DATE TO REGISTER WILL BE NOVEMBER 30, 2022.** Please make sure your application and money reach the Vendor Coordinator no later than November 30. We cannot accept PayPal or charge/debit cards at this time.
- ✦ **No Refunds / No Reschedule Date.**
- ✦ **Booth sizes are approx. 8 x 10. Booth fees are \$25 each.**
- ✦ **EACH VENDOR IS RESPONSIBLE FOR BRINGING THEIR OWN EQUIPMENT, INCLUDING TABLES, CHAIRS, ELECTRICAL CORDS, TABLE CLOTHS, TABLE SKIRTS, ETC.** THERE IS A LIMITED NUMBER OF ELECTRICAL OUTLETS, however, we will do our best to make sure each vendor needing electrical services will be accommodated.
- ✦ Setup is anytime after 6 a.m. on December 3. If we get school approval for Friday **DAY** or Friday night setup, you will be notified by email, or phone, so that you know what time you can get in to setup. Please make sure we have accurate information to contact you.
- ✦ The Vendor Coordinator reserves the right to limit the number of Direct Sales Vendors, and limit the duplication in a particular category (i.e. jewelry). (Scentsy, Pampered Chef, Tupperware, Avon and Tastefully Simple are examples of Companies that will not allow more than one Consultant at an event, and we have to respect those policies).
- ✦ The Vendor Coordinator also reserves the right to deny a vendor based upon appropriateness of product(s), or any product(s) that are deemed to be anti-American. If an inappropriate or Anti-American product(s) is/are found after setup, you may be asked to remove your product(s) or asked to leave the Winterfest Celebration.
- ✦ Vendors may not sell any type of alcoholic beverages of any kind, or tobacco, or any kind of product(s) associated with above.
- ✦ Vendors are responsible for the set-up and clean-up of their booth(s). Vendors cannot impair others' booths (i. e. sign or display blockage).
- ✦ Vendors will not be allowed to move booth locations once a booth has been assigned. No exceptions; however, the Vendor Coordinator may need to move a vendor, and if that is the case, we will help you move. **FYI: We will do our best to get all of our vendors in the gym, BUT, vendors may be placed in the hallway and/or kitchen area. Signs will be put up & helpers will direct customers to check out ALL vendors.**

2022 REDFIELD WINTERFEST CELEBRATION VENDOR APPLICATION

Page 2

SILENT AUCTION:

As part of an additional fundraiser, we are asking each vendor to consider donating an item to be used in our Silent Auction for the Winterfest Celebration. If interested, please provide a dollar amount and description of the value of item to be donated. Please turn in this donation to Emily Rhoten or Heather Godwin-Pote after you get settled in.

_____ Yes, I will donate an item

_____ No, not at this time

Dollar Amount: \$ _____

Description of Donation:

Brief description of product(s):

Types of Product:

_____ Fine Art

_____ Handmade

_____ Jewelry

_____ Local Artist

_____ Crafts

_____ Clothing

_____ Woodworking

_____ Holiday

_____ Food

_____ Other

ADDITIONAL BOOTH REQUESTS/ ACCOMMODATIONS:

Need to be near a wall, electrical needs, near another vendor, etc. Changes will not be made the day of the event. This is a request, we will do our best to accommodate, but space is limited.

2022 REDFIELD WINTERFEST CELEBRATION VENDOR APPLICATION

Page 3

VENDOR INFORMATION:

VENDOR NAME: _____

BUSINESS NAME: _____

MAILING ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE: _____ MOBILE: _____

FAX: _____ E-MAIL: _____

I have read and understand the terms and conditions for the 2022 Redfield Winterfest Celebration.

I have enclosed a check or money order for \$ _____

VENDOR SIGNATURE: _____

FEES:

Each booth is 10 x 10 \$25 x _____ = \$ _____

TOTAL CHECK OR MONEY ORDER ENCLOSED: \$ _____

PLEASE MAKE CHECK OUT TO BEST OF UNION 4-H

MAIL COMPLETED FORM AND CHECK OR MONEY ORDER TO:

**Heather Godwin-Pote – Vendor Coordinator
Redfield Winterfest Committee
P. O. BOX 92
Redfield, IA 50233-0013**

If you need further assistance, please contact me either cell/text 515-480-3663 , or email hlgodwin@msn.com.