

JAMES MADISON CHARTER ACADEMY'S 2019 HOLIDAY MARKET

Saturday, November 2, 2019, 9 a.m. - 4 p.m.

The JMCA B.A.A.C. will be the host of the Holiday Market.

All proceeds will go to help complete our playground for the students at JMCA and their families for years to come.

Please read all information carefully. Note all deadlines, fees, and vendor requirements.

Artist and Crafter Eligibility

- The artist/crafter must HANDCRAFT all items sold at the show. No resale, wholesale, or imports allowed. This will be strictly enforced by committee.

Vendor Eligibility

- Vendor will represent an established company and will only sell items provided by said company.
- Only one vendor will be accepted for a particular company.

Requirements for Artists/Crafters and Vendors

- A donation item is required from all Artists and Crafters/ Vendors for our raffle. This item/s must be worth at least \$10.00.
- NO open flame will be used to display/sell items.
- Artist/Crafter/Vendor must remain with your items from 9 a.m. - 4 p.m. If you leave early you will not be welcome back to future events.
- JMCA will assume NO responsibility for lost or damaged artwork or displays at the fair.
- Cancellation Policy: No refunds will be given after 72 hours of signing the contract.
- **Participants are responsible for the collection and submitting of taxes. JMCA is not responsible for collecting or submitting of taxes to county/state.**

Application Process and Pricing

- A completed application with full fee is required.
- All checks must include booth, table rentals, and web fee, if applicable, to JMCA.
- All applications will be processed in the order received. If booths are sold out, we will have a waitlist for those still interested.
- Application deadline is October 18, 2019. All applications must arrive at JMCA by this date.
- Once we cash your check, we will send you a receipt by e-mail.

Advertising Website

- You may purchase a hyperlink on our website at www.jmccolorado.net for \$5.00. JMCA has the right to decline this purchase to any Artists and Crafters/ Vendors due to content.
- The link will remain active from the time the fee is paid through January 31, 2020.

Banner

- Artists and Crafters/ Vendors may display a banner on the JMCA fence on Syracuse from October 1, 2019 through December 1, 2019 for a fee of \$10.00.
- Crafter/Vendor is responsible for providing the banner.

Booth Set Up/Take Down

- Set up will only be allowed on November 2nd from 7:00 a.m. - 8:45 a.m. All booths MUST be ready by 8:45 a.m. for committee inspection.
- Take down is from 4:00 p.m. - 5:30 p.m. on Saturday, November 2nd. All items must be removed by 5:30 p.m.
- Parking will be allowed for Crafters/Vendors at one of the three doors for unloading and loading between these designated times ONLY.
- Volunteers will be available to help unload large items during this process on a first-come, first-served basis.

Business Name: _____ Name: _____

Signature: _____ Date: _____