



45th Holiday Arts and Crafts Show

Exhibitor Application

Sunday, December 8, 2024

10am - 4pm

Submit Application by October 4, 2024

Applicant's Contact Information (When completing this form by hand, please print clearly)

COMPANY OR TRADE NAME (if applicable) _____

NAME (Last, First) _____

PRIMARY PHONE _____ CELL PHONE _____

EMAIL (Required) _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

Have you exhibited with the Herndon Arts & Crafts Show previously? Yes No

If yes, what was the most recent year(s) _____

Arts/Craft Category (Select only one & give description of items below)

- Baskets
- Leather
- Personal care
- Other
- Fine Arts
- Floral/Herbal
- Wood
- Gourmet Foods
- Quilts
- Pottery/Clay
- Seasonal/Decor
- Jewelry
- Clothing
- Glass/Stained
- Metal
- Children's/Toys/Dolls

Description of all items sold at this show (pictures must be submitted with the application each year)

Do you have an oversized vehicle? Yes No Vehicle Size _____

Do you have an oversized trailer? Yes No Trailer Size _____

Are special accommodations needed? (please explain)

Booth Information

Please check booth size and whether you need a table or electricity. We may not be able to accommodate these requests the day of the event without advance notice.

- Single Booth (6' x 9') \$110
- Double Booth (6' x 18') \$210
- Corner Booth (6' x 9' single only) \$20 Additional
- 30" x 8' Table \$10 Additional
- Electricity \$20 Additional

Payment

If selected as an exhibitor, payment must be made within five business days of acceptance notification to reserve your booth. Payment can be made by cash in person, over the phone (703-787-7300), or by check made payable to the **Town of Herndon (all returned checks are subject to a \$50 fee)**. If you are not selected for the show, your photos will be returned. An accepted application is considered a commitment to the show and if accepted, booth fees are non-refundable.

Contract Agreement

I have read and agree to comply with the attached Rules and Regulations. I hereby agree for myself, my heirs, my executors, administrators and assigns to waive all claims against, release, indemnify, defend and hold harmless the Town of Herndon, its officials, supervisors, employees and agents (the "Town") from any and all claims or liabilities for any injuries, disability, death, loss or damage to person or property, however caused, arising out of or connected with my use of the Town facilities, and waive my ability to bring any legal action against the Town. I agree to be responsible for collection of Virginia State Sales Tax.

I also grant the Town permission to use my art and/or craft works and my likeness in a photograph, video, or other digital media ("photo") taken by the Town, in any and all of its publications, including web-based publications, without payment or other consideration. I understand and agree that all photos will become the property of the Town and will not be returned. I hereby irrevocably authorize the Town to edit, alter, copy, exhibit, publish, or distribute these photos for any lawful purpose. In addition, I waive any right to inspect or approve the finished product wherein my art and/or craft works, or likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photo.

Authorized Signature _____ Date _____

TOWN USE ONLY	
Amount Paid	_____
Space Number	_____