



## Whitemarsh Day School's Spring Festival Vendor Application Form 2021

Children's Art Show and Spring Festival  
4802 Kim Street  
Saturday, April 10<sup>th</sup> 10:00 AM – 1:00 PM

Whitemarsh Day School is hosting its 8<sup>th</sup> Annual Children's Art Show and Spring Festival. Our hope is to raise money for new activities for our educational programs at WDS, and give our local artists a way to showcase their art. We are hoping with your help and the help from our community, we will be able to create a wonderful festival. Please fill out the form attached if you would like to participate at our festival. Also, feel free to tell any other craft creators you feel may want to participate at our festival.

### Company Info:

Company Name: \_\_\_\_\_

DBA: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Fax: \_\_\_\_\_ Website: \_\_\_\_\_

Facebook: \_\_\_\_\_ Twitter: \_\_\_\_\_

### Individual Contact Info:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Type of products:

- |                                       |                                      |                                       |
|---------------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Fine Art     | <input type="checkbox"/> Fabric Art  | <input type="checkbox"/> Sculptures   |
| <input type="checkbox"/> Handmade     | <input type="checkbox"/> Food        | <input type="checkbox"/> Canvas Art   |
| <input type="checkbox"/> Jewelry      | <input type="checkbox"/> Books       | <input type="checkbox"/> Illustration |
| <input type="checkbox"/> Local Artist | <input type="checkbox"/> Pottery     | <input type="checkbox"/> Other        |
| <input type="checkbox"/> Craft        | <input type="checkbox"/> Woodworking |                                       |
| <input type="checkbox"/> Clothing     | <input type="checkbox"/> Cards       |                                       |

List of items to be sold: \_\_\_\_\_

Other information you feel we should know: \_\_\_\_\_

Special Space Needs: \_\_\_\_\_

Exhibitor requests the following space size (10' x 10') and agrees to pay the following space rental fee:

\_\_\_\_ Yes, I would like \_\_\_\_\_ (#) of outside space(s) @ \$25.00 each for a total of \$\_\_\_\_\_.

**Silent Auction:** As part of the fundraiser, we are requesting that each exhibitor donate an item to be used in our Silent Auction at the show. Funds raised from the Silent Auction will benefit The Whitemarsh Day School Program. If you would like to donate an item, please provide us with a detailed description of the donation and/or a photo/link: \_\_\_\_\_

**For the application to be considered, the following must be included:**

\_\_\_\_ Completed Vendor Application Form

\_\_\_\_ Signed Terms and Conditions

\_\_\_\_ Payment:

Method of Payment: \_\_\_\_ Check \_\_\_\_ Cash

*Make checks payable to: Whitemarsh Day School*

REGISTRATION: All information is to be submitted by Friday, April 2, 2021.

\_\_\_\_ Mail to: Whitemarsh Day School, 4802 Kim Street, Savannah, GA 31410

\_\_\_\_ EMAIL to mirmah@comcast.net

If paperwork is emailed, the application will not be active until the fees are received. By completing a Festival Vendor Application, you are certifying that you have read the Terms and Conditions, and will adhere to all rules and policies herein.

Thank you for your interest in the 8<sup>th</sup> Annual Children’s Art Show and Spring Festival. Your registration will be confirmed by email within two days of the time we receive it. Please contact us if you have not yet received notification.

For more information, or additional questions, please contact Miranda Maher at mirmah@comcast.net

Thank you for being a part of the WDS Children’s Art Show and Spring Festival.

\*\*\*\*\*Office Use Only Below this line\*\*\*\*\*

Date Registration Received: \_\_\_\_\_ Payment Received: \_\_\_\_\_

Payment Method: \_\_\_\_\_ Check Number: \_\_\_\_\_

Date Confirmation Emailed: \_\_\_\_\_

Space Assignment: \_\_\_\_\_

## Terms and Conditions

## Festival Vendor Application Form 2021

1. Set up/Break Down: All Exhibitors must be set up and ready to sell by 9:45 am the day of the Festival. Exhibitors may begin setting up at 8:30 am the day of the show. Break down can start no sooner than 12:50 PM on Saturday and must be completed by 1:45pm. No vendor is to close before the official closing time. Sellers are responsible for their selling spaces. \*\*Before leaving, be sure your area is clean and trash- free.
2. Staffing: Exhibitor tables/tents must be manned at all times and remain in-tact until show closes at 1 pm. Whitmarsh Day School (WDS) is not responsible for merchandise or display materials.
3. Exhibitor Responsibility: Exhibitor will be fully responsible for any loss or damage to his or her property by theft, fire, or casualty. Whitmarsh Days School (WDS) expressly disclaims any responsibility for same. Exhibitors shall be responsible for any damage which may be incurred to the facilities as a result of or in connection with its operation. Each exhibitor is responsible for the conduct of his employees and/or representatives and activities must not detract from the image or welfare of the show.
4. Exhibitor Spaces: Exhibitor spaces will be assigned. Placement, flow and competition will be taken into consideration to provide the best experience for show attendees. If you have special space needs, please include your request with your application and we will make every effort to accommodate you. Spaces are reserved on a first-come first-serve basis. Vendors must ensure that none of their display equipment extends beyond the space they have booked; this includes any rails, stands, or additional equipment.
5. One Vendor per Space: Only one (1) vendor per space; space may not be sublet or shared without prior approval of an authorized staff of Whitmarsh Day School (WDS).
6. Acceptance: This is a school and family event. All items must be appropriate for this occasion. Whitmarsh Day School (WDS) reserves the right to decline any application for space if it deems such action to be in the best interest of the Festival.
7. Payment: The full payment is a non-refundable registration fee for the selected space and is due with the submission of this agreement. This fee will be used to cover advertising and other incidental costs associated with the production of this event. All proceeds benefit Whitmarsh Day School Students.
8. 10' x 10" Space: Each Exhibitor may furnish his or her own chairs, tables, stands, tents or canopy for each space. These items are not available for rent at the property.
9. Cancellation of Space: Application fees are non-refundable. Whitmarsh Day School (WDS) is not liable if weather or other conditions prevent the Exhibitor from attending and fulfilling the contractual obligation as an Exhibitor. No refunds will be made for weather, accident, health, or other causes for non-participation.
10. Indemnification: Exhibitor agrees to indemnify and hold harmless Whitmarsh Day School (WDS) from and against any loss, expense, claims, damages, causes of action, injuries, suits or damages, suits to person or property, including attorney' fees, arising out of or related to the operation of the Exhibitors at the Whitmarsh Day School Festival.

I have read and agree to the above terms. Signature: \_\_\_\_\_ Date\_\_\_\_\_