

**CHRISTMAS LANE VA
Annual Arts and Crafts Show Application Form**

Mail Application & Fees to:
AUMC
Attn: Christmas Lane VA
1500 E Rio Rd
Charlottesville VA 22901
Email: Christmaslaneva@yahoo.com

Electricity requests are not guaranteed;
requests will be honored on a first come-first
served basis. AUMC reserves the right to
assign booths by category and space.

**Event will be held on Saturday, November 19, 2011, 9am-2pm
Deadline for application - October 1, 2011**

PLEASE FILL OUT COMPLETELY. Please print clearly:

Exhibitor Name _____ Business Name _____

Address _____

City _____ State _____ Zip _____

Email _____

Phone (with area code) Home: _____ Cell(other): _____

Website: _____

FEES

\$35 per space (approx 8'x10') \$65 for double space (checks payable to "AUMC")

I also need: I have:

- 6' Table framed structure for my space
- Chair dimensions _____
- Electricity (additional \$5 fee) table (length) _____

Please circle ONE category that best represents your work:

Basketry Candles Ceramics Floral Furniture
Glass Jewelry Painting Photography Woodworking
Pottery Metal Fabric Beads Paper
Food (be specific) _____ Other (be specific) _____

Description of what you will be exhibiting: _____

PLEASE ATTACH AT LEAST ONE PHOTOGRAPH OF WHAT YOU PLAN TO EXHIBIT

I understand that by signing and mailing this application, I agree to abide by all policies, rules and regulations for participation. Further, I agree to release and hold harmless Aldersgate United Methodist Church, its successors and assigns, as well as all those involved in the organization of this show, from any responsibility and/or liability for loss of property, theft, damage, and personal injury that may be sustained by me or my representatives while on site and participating in the Christmas Lane VA Craft Show.

Exhibitor Signature _____

Date _____

For office use only: Date rec'd _____ Amt pd \$ _____

Booth # _____ ID# _____ single double table elec

EVENT REQUIREMENTS, RULES AND REGULATIONS

Please read carefully.

- Event hours: 9:00AM – 2:00PM. Exhibits MUST be set up by 8:30am (may begin at 7:00am) and cannot be removed before 2:00pm on day of show.*

- Payment must be made with application by October 1, 2011.*

- Only if your application is denied (or event is sold out) will your payment be refunded; otherwise, assume you are in the show.*

- Exhibitors may park as close to doors as possible for setup, but cars must be parked across the street in the mall parking lot by 8:30am on day of show.*

- Exhibitors may not move cars by doors for take-down until 2:00pm on day of show.*

- Exhibitors are responsible for keeping their space clean and hazard-free, and all walkways must be kept open.*

- Exhibitors are required to be present for the duration of the show.*

- Exhibitors may not sell any items that have not been pre-approved.*

- Failure to follow all requirements, rules and regulations will result in dismissal from the show.*