

Please fill in completely, sign, and return with payment.

**VENDOR AGREEMENT** for  
**Christmas Bazaar & Gift Fair**  
presented by *Kenwood Lutheran Church*

**Saturday, December 7, 2024**  
9:00am – 2:00pm  
Kenwood Lutheran Church

Name of Business: \_\_\_\_\_

Your Name: \_\_\_\_\_

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

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

What will you be selling? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

_____ 8x10 booth space(s) \$40 each, limit (2)	_____ Electricity \$5 (limited spots)
<input type="checkbox"/> I would like an 8' table provided for me	<input type="checkbox"/> I will bring my own table

Special Request\*: \_\_\_\_\_

\*We will try our best to accommodate any special requests, however, space is limited, and it is first-come, first-serve, so we may not be able to guarantee your request.

**\*\*Registration Deadline November 20, 2024 unless space fills prior to then\*\***

TOTAL AMOUNT DUE: \_\_\_\_\_

Payment:  Check **Make checks payable to:** Kenwood Lutheran Church  
Mail cash at  Cash **Mail to:** Kenwood Lutheran Church 2720 Myers Ave. Duluth, MN 55811 Attn: Bazaar  
your own risk.

**Vendor Terms of Agreement – For the best vendor and attendee experience!**

- **Send Agreement** to: Kenwood Lutheran Church, 2720 Myers Ave. Duluth, MN 55811 Attn: Christmas Bazaar
- Questions? Contact us at [office@kenwoodlutheran.org](mailto:office@kenwoodlutheran.org) or **218-724-9291**.
- Setup is Friday, December 6, 4:00pm – 6:00pm and Saturday, December 7, 7:00am - 9:00am.
- Vendor displays must be setup and ready to serve by 9:00am (doors open at 9:00am).
- Teardown is Saturday, December 7, 2:00pm. Out of respect to event/attendees, no early tear down.
- Vendors must comply with all local, state and federal laws. Vendors shall exhibit professional manners always.
- Vendors must secure their displays and products; organizers will not be held responsible for any liability, lost or stolen or damaged items, or any injury incurred before/during/after the event. Organizers or Venue not held responsible.  
**Please do not tape/stick anything to the walls. If you bring your child/children, know where they are at all times.**
- Vendors must fill out an ST-19 form, to be received with your vendor application and payment. If for some reason the State of Minnesota stops to check at our event, we are required to have one on file for each vendor.
- Organizers retain the right to cancel this agreement and reschedule event due to bad weather, act of god, or facility emergency.

I UNDERSTAND and AGREE TO the Vendor Terms of Agreement:

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date