



Lutheran Camp Chrysalis
391 Upper Turtle Creek Road
Kerrville, Texas 78028-8500
Phone (830) 257-6340



Ebert Ranch Camp
752 Ebert Lane
Harper, Texas 78631-9411
Phone (830) 864-4669



CROSS TRAILS MINISTRY

Summer Camp * Retreats * Expeditions

Dear Craft Vendors,

We are delighted to invite you to the 2017 Fall Festival in Fredericksburg, Texas on September 16th. This is the 30th year we've hosted this event, and we are thrilled to see so many of our vendors returning and lots of new ones too!

It will be a wonderful day beginning with a 5K, followed by a chili cook-off, craft fair, children's activities, live music, quilt show & auction, and great food! New this year, we will be going into the evening hours with a dance where beer and wine will also be available. Funds raised will go to camp improvements, so that we can better serve the thousands of people who attend each year.

We are advertising with the Fredericksburg Chamber of Commerce, as well as radio and local and regional newspapers and our own webpage! We anticipate quite a large crowd again this year and hope that you will join the fun!

Enclosed you will find our registration paperwork and information about the Fall Festival. We have the entire Marktplatz reserved! The cost is \$60 for your booth. All booths are under covered pavilions. A limited number of tables and booths with electricity are available for an additional fee.

If you have any questions, please do not hesitate to call us at 830-257-6340 or email Kelly@crosstrails.org.

We can't wait to see you in September!

2017 Lutheran Fall Festival

Craft Vendor Registration



Welcome! Please complete the following information and return it to Cross Trails Ministry as soon as possible to secure your booth location. Registration for our vendors takes place on **a first come first served** basis and we require this form and payment be turned in to complete the registration process. If you have any questions, please contact us at 830-257-6340 or Kelly@crosstrails.org.

General Info:

Name of Booth _____ Contact _____

Business Name _____

Address _____ City/State/Zip _____

Business Phone _____ Cell _____

E-mail _____ Web Site _____

Please provide a brief description of what you will be selling:

Options: (Please check all desired options)

✓ Item	Fee	Subtotal
___ 10 x 10 Section: Under Covered Pavilion	\$ 60 / each section	\$ _____
___ Table Rental 8' (very limited number available) #: _____	\$ 15 / each table	\$ _____
___ Electricity in Pavilion (limited availability)	\$ 10 flat fee	\$ _____
TOTAL \$		

Comments/Requests: (Requests are not guaranteed)

Release of Liability:

I hereby release and forever discharge Cross Trails Ministry from any claims, personal liability, responsibility, loss or damage resulting from, or in connection with the 2017 Lutheran Fall Festival. I have read the rules and general information provided, and agree to abide by them. I further agree that photographs taken that are related to my booth may be used to promote Cross Trails Ministry and future Fall Festival events.

Additionally, I have received the General Vendor Information sheet and agree to abide by the policies established.

Printed Name _____

Signature _____ *Date* _____

To Register:

1. Complete this Craft Vender Registration form
2. Attach your booth fee with a check made payable to Cross Trails Ministry. If you would like to pay by credit card, please contact our office.
3. Mail all paperwork, and fees to:

Cross Trails Ministry
Re: Fall Festival
391 Upper Turtle Creek Road
Kerrville, Texas 78028



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www.CrossTrails.org * (830) 257-6340 * 391 Upper Turtle Creek Road * Kerrville, TX 78028

Cross Trails Ministry Use ONLY! *Please do not write in this box.*

Date Application Received _____

Date Fees Received _____

Booth Assignment _____

Notes:

2017 Lutheran Fall Festival

Craft Vendor Details



- EVENT DATES:** Saturday, September 16, 2017
- LOCATION:** Fredericksburg, Marktplatz
- TIME:**
Set-Up 7:00-8:30 am
Open from 9:00 am-5:00 pm
Take-Down 5:00-6:30 pm
- CONTACT INFO:** Cross Trails Ministry
(830) 257-6340 or (361) 258-1233
Kelly@crosstrails.org
- MAILING ADDRESS:** Cross Trails Ministry
RE: Fall Festival
391 Upper Turtle Creek Road
Kerrville, Texas 78028

FEES & REGISTRATION:

- ⇒ The cost for each 10 x 10 space is \$60. You may reserve more than one area.
- ⇒ Exhibitors are required to provide a description of their work on the registration form. This helps us ensure similar items are not placed within close proximity and are in good taste for a family event. Cross Trails Ministry reserves the right to remove items that its agents deem unacceptable (profanity, obscenity, etc.). No refund will be given if this is deemed necessary.
- ⇒ Spaces will be assigned in the order the application plus payment is received. Your space reservation is set when payment is processed by Cross Trails Ministry. Booth fees will not be deposited until your application is officially accepted.
- ⇒ A very limited amount of tables and electric outlets are available for a small fee as indicated on your application. These are assigned on a first come, first served basis.
- ⇒ Electricity is available for running display lights, calculators, glue guns and other small, low-wattage appliances. We cannot accommodate high-demand equipment such as full-size computer systems (laptops are okay). Internet service is not available.

DEADLINES:

- ⇒ Booth space will be reserved in the order in which all required information and payment is received.
- ⇒ The \$60 fee, payable to Cross Trails Ministry, and signed and completed application must be received by September 13, 2017.
- ⇒ Checks must be made payable to **CROSS TRAILS MINISTRY**. If you would like to pay by VISA, Mastercard or Discover, please contact our office.
- ⇒ If space is available after the deadline, we will accept additional vendors; however the fee for the space will increase by \$15.
- ⇒ All cancellations must be in writing or e-mail and received by September 1, 2017 for a refund. No refunds for cancellations after that date will be provided.

SET-UP:

- ⇒ Booth unloading and set up times are from 7:00-8:00 am for all vendors. Vehicles may not be in the process of unloading after 8:00 am on Austin Street because of the 5K race in progress.
- ⇒ Please note that we open to the public at 9:00 am and ask all vendors to be ready before that time.
- ⇒ All booths must be set up by 9:00 am Saturday and will remain set up until 5:00 pm. Vendors **not** in the process of setting-up by 8:00 am will be considered a “no-show” and space may be forfeited to a stand-by vendor.
- ⇒ We ask that you have your booth cleaned up by 6:30

FOCUS:

- ⇒ The focus of the Craft Fair is to showcase artistic work and hand-made craft or embellished pieces.
- ⇒ If you are a home based business (such as Mary Kay, Pampered Chef, etc.), you must have approval to sell at the Fall Festival as we only hold a limited number of spots for these types of businesses. Before submitting your paperwork, please contact Cross Trails Ministry at (830) 257-6340 if you are this type of business.

VENDOR RESPONSIBILITY:

- ⇒ Vendors are responsible **to provide for** the set-up and take down of their booths. This includes tables, backdrops, easels, display equipment, and all signage related to their booth.
- ⇒ Vendors assume all responsibility for complying with tax and licensing laws.
- ⇒ **FOOD BOOTHS:** According to the Gillespie County Health Department, **ALL** vendors with food products must have a food permit for the day of the Fall Festival unless they are a licensed food manufacturer. If you are selling a food product, you **must** provide a copy of your license or food permit with this application to be approved as a vendor for this event. To apply for a food permit, more information can be found at www.fbgtx.org.
- ⇒ Vendors agree not to play music, live or recorded, or use loud speakers in their booths.
- ⇒ By applying to become a vendor with this Lutheran Fall Festival, vendors agree with the terms and conditions stated on this form.

FOOD & FACILITIES:

- ⇒ This event is a Fundraiser for Cross Trails Ministry. In that spirit, we would love for you to purchase from our food vendors, or donate to the chili cook-off. However, we understand diet restrictions and the need to stay near your booth. Vendors may bring their own food and non-alcoholic beverages for personal consumption.
- ⇒ Smoking is **not** permitted in the show area or anywhere on the Marktplatz the day of the Fall Festival.
- ⇒ Restrooms are available and a diagram of the property will be provided the day of the event.

PUBLICITY:

- ⇒ Cross Trails Ministry will promote the show through radio, newspapers, signs, church newsletters, our web site, and in local businesses. The Fredericksburg Marktplatz is a historic and highly visible landmark and we anticipate a good deal of foot traffic in addition to the 150+ churches that are invited to attend.



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