

## 2020 Vendor Application Form

Applicant Name: \_\_\_\_\_

Vendor/Business Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell/Business Phone: \_\_\_\_\_

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

**\*Please expect correspondence and confirmations from show manager through email.**

List of ALL major items you will be selling: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**\*All exhibitors must submit two photographs of their items along with the application or email to [dlangley-hairston@icrc.net](mailto:dlangley-hairston@icrc.net). Food vendors must submit copies of any permits.**

Special Requests (i.e. same space as last, end space, etc.): \_\_\_\_\_

\_\_\_\_\_

Have you been a vendor at any Seven Oaks Park Markets? Y / N (please circle below)

Market(s): Santa's Market/Spring Market Year(s): 2019 / 2018 / 2017 or prior

### **Reservation (please specify quantity):**

\_\_\_\_ \$45 Single Space (Approximately 8' x 10') - includes 1 meal, 2 chairs, 0 tables

\_\_\_\_ \$85 Double Space (Approximately 8' x 20') - includes 2 meals, 2 chairs, 0 tables

\_\_\_\_ \$5 Each Table (6' tables, not included in space fees, **MUST REQUEST**)

\_\_\_\_ \$8 Each Additional Meal Ticket

\_\_\_\_ \$5 Electricity (first come basis, limited availability, **CORDS NOT SUPPLIED**)

\_\_\_\_ Additional Chairs (2 included, no charge for extra but must request on form)

**Total Enclosed: \$\_\_\_\_\_ (checks only—made payable to "ICRC")**

**Meals (please specify quantity):** \_\_\_\_ Ham \_\_\_\_ Turkey \_\_\_\_ Veggie

I, the under signed, agree to abide by the show guidelines as stated in this application:

\_\_\_\_\_

Exhibitor Signature

Date

### **Please return completed application with fees paid by check:**

In person or by mail to:

Seven Oaks Park, Attn: Danielle Langley-Hairston

200 Leisure Lane

Columbia, SC 29210



## 2020 Vendor Information

*Please keep this information for your records*

### **How to apply:**

- Applications are available beginning July 1. There is no entry deadline, applications are accepted until show is full, and then vendors will go on the waiting list. Show manager will begin reviewing applications after September 1. After review, you will be notified of acceptance status by email. Returning 2019 Santa's Market vendors are given priority until September 15. **SUBMITTING AN APPLICATION DOES NOT GUARANTEE ACCEPTANCE INTO THE SHOW.**
- Applicants will be accepted into the show based on uniqueness, quality of items and contribution to the show. All items for the show must be locally handmade crafts, original in design and handiwork of the artisan applying. Only a max of 5 imports, wholesale, manufactured, catalog, and commercial item vendors will be accepted into the show. All items must be new. All exhibitors must submit two photographs of their items along with the application or email to [dlangley-hairston@icrc.net](mailto:dlangley-hairston@icrc.net). Food vendors must supply a copy of ALL necessary/required permits.
- Payment (by check) must be submitted in full with application. Upon acceptance into the show, fees are non-refundable. Vendors not accepted into the show will receive their return payment by mail.
- Specials Requests are granted on a first come, first serve basis.
- Reservations for tables and electricity must be made on your application. Vendors may bring their own tables. Electricity is first come, first serve due to limited access, no guarantees, and vendors must supply their own cords. **Tables cannot be added after December 2.**

### **Door Prizes:**

- All exhibitors must provide a door prize (retail value of \$10 or greater) to be turned in no later than 7:00p.m. on Friday, December 4. No soiled, secondhand or low-quality items will be accepted. Please attach a business card or name tag on your item.

### **Miscellaneous:**

- Vendor set-up is on Friday, December 4 from 2:00-7:00pm. NO EXCEPTIONS unless cleared by show manager.
- Doors open to exhibitors at 7:00am on Saturday, December 5 for final touches—NO SET-UP or UNLOADING during this time. Show is open to the public on Saturday, December 5 from 8:30am—2:30pm.
- ICRC reserves the right to deny acceptance into the show, refuse set-up, and/or remove any items not keeping the rules or show standards.
- Exhibitors who are no-shows, break down early, or misrepresent their product in the application form will not be invited or accepted into future shows nor receive any refund of payments made.
- The exhibitor is solely responsible for the collection and reporting of any application taxes and securing any applicable permits/licenses.
- ICRC is not responsible for lost, stolen or damaged items and goods.
- For more information, contact Danielle Langley-Hairston at [dlangley-hairston@icrc.net](mailto:dlangley-hairston@icrc.net) or (803) 213-1191.

**Seven Oaks Park** is conveniently located just off of I-26, northwest of Columbia.

**When traveling East on I-26:**

(From Greenville): Take the Piney Grove Road exit #104, turn right on Piney Grove Road and then turn onto Leisure Lane just after Leaphart Elementary School.

**When traveling West on I-26:**

(From Columbia): Take the Piney Grove Road exit #104, turn left on Piney Grove Road and then left onto Leisure Lane just after Leaphart Elementary School.

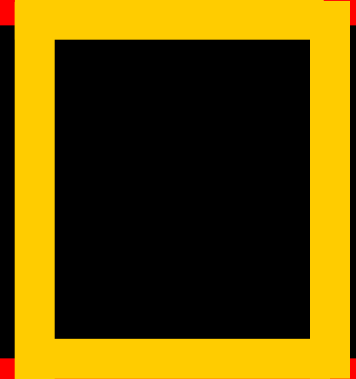


**IRMO CHAPIN  
RECREATION  
COMMISSION**



Santa's Market Craft Show  
Irmo Chapin Recreation Commission  
Seven Oaks Park  
200 Leisure Lane  
Columbia, SC 29210

40th Annual  
**Santa's  
Market  
Craft Show**



December 5, 2020  
8:30am-2:30pm  
Seven Oaks Park  
Columbia, SC 29210  
[www.icrc.net](http://www.icrc.net)