

2021 Jim Butler Days Craft Fair

Vendor Space Reservation Form

Date of Event: Saturday, May 29, 2021 10AM – 4PM; setup 8AM -10AM
Location: Tonopah Convention Center
Fee: \$25 per 6ft table space; \$25 minimum deposit, any bal. due 5/29/21
Confirmation: Confirmation will be mailed or emailed as requested,
after we have received your completed reservation form & deposit.
Upon request, space location map will be available 9AM, Friday, May 28.

Reservation Deadline: *Friday, May 14, 2021*

 **Mail this form along with check or money order to:** 

**Jim Butler Days Craft Fair, Tonopah Senior Center
c/o PO Box 392 Tonopah, NV 89049**

payable to: Tonopah Senior Project Council

Form and payment may also be hand delivered in sealed envelope to the Tonopah Senior Center,
#1 Senior Center Drive, Tonopah NV Mon – Fri, 8:30AM – 1:30PM

Name: _____ Phone _____

Group/Org. represented: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Need electricity ___Y___N Confirm by: Mail ___ Email ___

Number of 6ft-table/spaces _____ x\$25= _____ How many chairs? _____

Special Requests: _____

Description of items to be sold: _____

I agree to abide by the rules/info set forth on both sides of this form. I understand that the JBD Committee, Tonopah Senior Project Council and other entities are not responsible for loss or damages, personal injury or theft at the event. I also understand that I am responsible, and will held liable for any damages that I may cause while on the premises.

Signature

Date

QUESTIONS?

Contact: **Jackie Winters 775-346-0034**

Viola Whipperman 775-482-4233
(or Bobby Jean Roberts 8:30–1:30, M-F 775-482-6450)

jbdcraftfair@yahoo.com

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Vendor Information and Rules

*****COVID PRACTICES WILL BE IN PLACE*****

1. \$25 deposit must accompany this reservation form. First come, first served.
2. Reservation/payment is a commitment to show. Notify Organizers if you are unable to attend. Please understand that this is a fundraising event for the Tonopah Senior Center (Tonopah Senior Project Council), therefore **no refunds** will be issued.
3. Sign in with Organizers and pay any remaining balance due by 10AM, day of event.
(Organizers: Jackie Winters and Viola, Whipperman, JBD Craft Fair Organizing Committee)
4. All booths must be completely set up by 10AM on the day of the event.
5. The Craft Fair will be open during the parade (floor attendant present), but your booth must be staffed in order to sell during parade—your choice.
6. ***Each vendor will donate an item for a raffle prize to be awarded at the event.***
7. Personal items must be kept under tables. Display racks and tables shall be kept neat and aisles kept unobstructed. Tablecloths/skirts are encouraged.
8. For safety reasons, children must be supervised constantly (not allowed to roam freely, etc.) --or removed at Organizers request.
9. No pets allowed.
10. Booths are *not* to be broken down prior to 4PM without permission from the Organizers. Exception: vendor sells out.
11. Each vendor is responsible for thorough cleanup of your booth and surrounding area immediately after the event. Please dispose of trash properly. Take down all displays and remove all empty boxes/bags/etc. There is another event in the Convention Center at 5PM, so your cooperation and help is imperative to prepare for the next event! 😊
12. This is a family oriented event. The Organizers and/or JBD Committee reserve the right to remove items deemed improper by said Committees. No items of a sexual, immoral, illegal or offensive nature are permitted, including any marijuana/vaping related items.
13. Please be aware that regarding national brands, more than one vendor may rent space at this event. If this occurs, we will try to locate those vendors apart from each other.
14. Each vendor is responsible for any required sales taxes, permits and/or business licenses. JBD Committee and/or Tonopah Senior Project Council assume no liability for any fines, etc. related to these issues.
15. Feedback is appreciated!
16. Have a great day mingling with people, and we hope you sell out! 😊

The Senior Center will NOT be having a food booth this year, so food vendors are welcome to fill that void with the understanding that the kitchen is not a full kitchen--warming/cooling kitchen only.

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