



# St. Mary Harvest Festival

4050 South 3900 West  
West Haven, UT 84041

Website: <http://www.stmarysutah.org/>

Email: [jazzfan63@hotmail.com](mailto:jazzfan63@hotmail.com)

**Saturday, September 9<sup>th</sup>, 2017**

## Vendor Registration Form

### **Description of Event:**

- Outdoor Festival at St. Mary Catholic Church in West Haven, UT
- Saturday, September 9th, 2017; 9 a.m. until 9 p.m.
- Free Public Parking. VIP Parking \$5.00
- 5k Run / Walk in the morning
- All Day Food, Live Entertainment, Car Show, Kids Games, Baby Contest, King / Queen Contest, Farmers Market, Live Auction and much more.
- 2016 Harvest Festival Event over 2500 people attended

### **Festival Information and Requirements:** *Please read carefully*

- Vendors from the previous year's event will register and pay on Feb 6<sup>th</sup> – March 10<sup>th</sup>, 2017. Monday, March 13th, Registration will be open to the public.
- The booth fee for this event is \$40.00 per vendor.
- Booth space with electricity is limited and available on a first come – first serve basis. The additional cost is \$10.00 due to the application fee.
- You must provide your tent, tables, chairs, etc.
- Vendor requests would be considered on a first come – first serve basis and honored whenever possible.
- Please provide a detailed description of your booth items on the form (attach an additional sheet if necessary)
- You will have access to start setting up your booths at 7:30 a.m. on Saturday, September 17<sup>th</sup> booths must be set up by 8:45 a.m.

- The festival requests all booths remain open till 6:30 p.m. However, The festival goes till 9 pm. You may choose to keep your booth going after 6:30 for business if you wish to.
- To prevent accident or injury, any vendor wanting to leave early **MUST** notify a festival official. With permission, booths that can be packed –up and “walked –out” will be allowed to do so. No vehicles are permitted on the festival grounds before 6:30 p.m., without the permission and escort of a festival official.
- The St. Mary Church is not responsible for any stolen or damaged items.
- Vendors are leaving the area in the condition initially received (i.e., removal of all debris such as boxes and trash)..
- All vendor fees are non-refundable.
- All vendors are required to handle your own sales tax.

**ONCE YOUR BOOTH IS ERECTED IT MUST STAY UP FOR THE DURATION OF THE EVENT. THERE IS NO LATE SETUP AND NO EARLY TAKEDOWN ALLOWED. IT IS FOR THE SAFETY OF THE PARTICIPANTS AND VISITORS. IF YOU ARRIVE AFTER 8:30 A.M. YOU MAY NOT BE ALLOWED TO SET UP YOUR BOOTH**

**GIVE – A – WAY:** This year we encourage our vendors to donate items to our drawings / silent auction. Feel free to give more than one item, there is no limit. This event is just one of the ways we help ensure our vendors have a fruitful and profitable experience. Please include in your donated item a business card for that person who wins the donation. Any donation (s) given to St MaryHarvest Festival will provide you a tax deductible voucher for the value of your donation or donations. Vendors that choose to participate in the Give – A – Way will receive a food coupon redeemable for food or drink items valuing between \$2-\$6.

**REFUNDS:** Sorry no refunds. You may send another vendor in your place, but all vendors must be approved prior to the event.

**DUPLICATE VENDOR PROMISE:** We promise to review every vendor application to ensure that no two vendors are selling the same items. If you sell Avon, Scentsy, Pampered Chef, etc., your request must arrive first to guarantee you a spot. Vendors who have participated in the previous St. Mary Harvest Festivals will have first chance to have a booth. We try not to saturate the event with jewelry, blankets, and other such booths and will limit the number of vendors who will be able to sell these very popular items. Identifying duplicate or closely related vendors is not a science, and we cannot guarantee that you will be happy with the vendors we have chosen to participate, but we will do our very best.

**QUESTIONS:** Please email **Jessica Jurkowski @ jazzfan63@hotmail.com** if you have any questions. In the subject line, please enter: “St. Mary Harvest Festival”, your company name, and your concern.



**For Office Use Only:**

Date Received: \_\_\_\_\_

Electricity Needed: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

# St. Mary Harvest Festival Vendor Registration Form

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**Fees Due By: Saturday, September 2nd**

(\*Please write legible. This information is important to contact you. Updates will be sent via email.)

Vendor Name: \_\_\_\_\_ Contact: \_\_\_\_\_

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

E-mail: \_\_\_\_\_

Phone (s): \_\_\_\_\_

**Booth & Description:** Please indicate the type and provide a description

\_\_\_\_ Business      \_\_\_\_ Non Profit      \_\_\_\_ Art or Craft      \_\_\_\_ Other

\_\_\_\_ Food

\*If applicable: Valid Food Handlers Permit: Yes / No    County licensed to sell food: \_\_\_\_\_

**Description:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please sign to acknowledge that you have read all of the information, rules and regulations, and agree to be bound by this contract.

**Signed:** \_\_\_\_\_      **Date:** \_\_\_\_\_

Please make check or money order payable to: ST. MARY CATHOLIC CHURCH

Mail money and registration form to:  
St. Mary Catholic Church  
ATTN: Jessica Jurkowski  
4050 S 3900 W  
West Haven, UT 84041