PLEAS JOIN US FOR OUR ANNUAL

Holiday One-Stop Shop

SATURDAY, NOVEMBER 7TH
10:00 A.M. – 2:00 P.M.

MERCER COUNTY COOPERATIVE EXTENSION SERVICE
1007 LEXINGTON ROAD, HARRODSBURG, KENTUCKY

Home Décor,
Candles, Jewelry,
Primitives,
Homemade Crafts,
Beauty, Purses and more....

For more information or to become a vendor:
Mercer County 4-H
859-734-4378
Dana.anderson@uky.edu

Sponsored by
Mercer County 4-H
4th Annual Holiday One Stop Shop
Saturday, November 7, 2015
Mercer County Cooperative Extension Service
1007 Lexington Road, Harrodsburg, KY 40330
10:00am to 2:00pm

Vendor Application and Contract

Name__________________________________________________________

Street_____________________________________________________________________

City________________________ State_________ Zip Code__________________________

Telephone (____) __________________________ Email Address_________________________

Product/Craft description: ________________________

__________________________________________________________________________

1st Very Important: Booths will be assigned on a first-paid basis. Only one independent consultant to sign up from any
nationally known, home-based business will be accepted. (Ex. Mary Kay, Discovery Toys, Pampered Chef, etc.) You will
be contacted when your booth number is assigned.

Direct selling company Name: ____________________________

More the Merrier of – Home made crafts, sawed, painted, glued, stapled and nailed.

○ Yes, I am willing to donate an item for the raffle! If so please list item and value and have them ready at check-
in:________________________________________________________

Number of Booth Spaces: _________

Booth measurements are 8' X 8' (Wall Space is first-paid basis) Price $25.00

Special Requests (such as wall space or electrical outlet): ________________________________

_________________________________________  __________________________
Applicant Signature:  ___________________________  Helper Signature_____________________

By signing I acknowledge I have read and agree to all items listed on the front and back of this application. Please print,
fill out and mail this form to: Mercer Co. Extension Office c/o Dana Anderson, 1007 Lexington Road, Harrodsburg, Ky
40330 or fax 859-734-4379

Make Checks Payable to: Mercer County Extension Office

Any applications received after October 21, 2015 may not be included in Advertising
ALL FEES ARE NON-REFUNDABLE

The Event will advertise as follows:

- Signs placed around Harrodsburg
- Harrodsburg Herald calendar of events
- TV/ Radio station community calendars
- Facebook
- Flyers placed around the community in local area business, restaurants, and schools
- Ad in the Harrodsburg Herald the week prior and week of the event.

Check in:

1. Check in is from 9:00 to 10:00 am on Saturday
2. Public hours will be from 10:00 to 2:00 Saturday
3. Only two people per vendor table (including children) will be allowed to sell. (Their signatures must be on the application)
4. Bring your own cash box with extra change, bags, table decorations and extension cords.
5. You may unload at the side entrance.
6. Vehicles must be moved promptly after unloading.

Set-up:

1. Set on Friday afternoon or Saturday Morning.
2. Fire regulations require free access to all exits.
3. No extension cords are allowed across walkways.
4. No racks, trees, trellis or displays that interfere with other selling spaces will be allowed.
5. End row, corners, etc. may not be used to extend your selling spaces.
6. Items will not be allowed in front of your table unless behind your area line.

Clean-up:

1. Clean-up will be immediately following 2:00 pm
2. Remove all trash from your area.

Participant(s) agree(s) to operate his/her booth for the duration of the event with the date and times stated on this application. Participant(s) agree(s) to sell their Items from their designated booth space only. Participant(s) agree(s) not to hold, The Mercer County Extension Office liable for any loss, theft, injury, or damage occurring during the event.

If you have any questions or for more information contact Dana Anderson (859) 734-4378.

***************IMPORTANT***************

Make sure your application is signed including your helper