

Durward's Glen Art/Craft Vendor Agreement

Fall Festival 2019

Date: Saturday, October 12, 2019
Time: Show from 10am – 4pm
Location: Durward's Glen Retreat Center, W11876 McLeisch Rd., Baraboo, WI 53913
Cost: Artist/Crafter Vendor \$45.00 (Space 10' x 10')

An artist/crafter is a vendor who creates and sells a unique and hand-made product. Artists and Crafters are asked to provide digital photos in an electronic format along with a description of their artwork/crafts in order to help market the event and the items being sold. Vendors can request a spot inside one of the rooms within the Log Lodge, or provide their own tent and tables for a space within a designated art/craft area outside. Vendors are asked to donate one item (\$30+) for a future raffle to support the Glen. Durward's Glen reserves the right to decline a vendor spot request.

NAME OF CONTACT PERSON:	BUSINESS NAME:
COMPLETE ADDRESS:	CITY: STATE: ZIP:
EMAIL:	PHONE:
<input type="checkbox"/> Vendor in past year	
<i>Description of your items/display:</i>	
For marketing purposes, please submit up to four high quality digital images of your work to: theglen150@gmail.com . Note "Fall Festival Artwork Images" in the subject line.	
<input type="checkbox"/> Outside Space	<input type="checkbox"/> Inside Space

This is an art/craft and fall harvest show. Please, NO Wholesale or Liquidators allowed.

Hours of show are from 10am – 4pm. You will be able to set up, at your own risk, the day before between 3pm – 6pm or on the day of the show beginning at 7am. By 9am, ALL vendors must have their booths in place and vehicles moved. Be respectful of guests and staff in the building and honor these set up hours. PLEASE, no tear down of booths before 4pm on day of show.

Each exhibitor will leave their rented space as found. All garbage shall be taken home with the exhibitor. No electricity will be provided outside. Rain or shine, no refunds. Parking in designated vendor parking ONLY.

Make a weekend of it! If you would like to stay in one of our historic guest rooms, please call the Durward's Glen Office at 608-356-8113 or book online at durwardsglen.org. Reserve early! Limited number of rooms.

Make check payable to Durward's Glen and mail this Agreement to: Durward's Glen Retreat Center, W11876 McLeisch Rd., Baraboo, WI 53913 <i>For more information, call the Glen at 608-356-8113 or email us: theglen150@gmail.com</i>
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By signing this Agreement, I assume full responsibility for any injury or loss to me or my property, agents or employees, by any cause whatsoever while on the Durward's Glen premises. I agree to abide by the rules set forth and decisions made by the sponsors. I expressly release Durward's Glen OLRG, Ltd. from any and all liability or loss or injury.

Signature and Date: _____

Thank you for supporting Durward's Glen!