

7th Annual Walkersville Christkindlmarket, 2024

Saturday, December 7, 2024

10 am to 2 pm

APPLICATION FOR EXHIBITORS

Opens: August 1, 2024 Closes: November 29, 2024
Artisan, Handcrafted, and Direct Sales Vendor Fee: \$25

Walkersville Historical Society is hosting the 7th Annual Walkersville Christkindlmarket—2024 event to celebrate the holiday season and showcase Historic Walkersville and its rich German history. This festive activity will bring people from near and far to our town for the opportunity to stroll the quaint streets dressed in holiday splendor, purchase artisan-crafted goods, and enjoy tasty food.

The acceptance guidelines for Vendor applications are listed below.

- Vendor Locations: Glade UCC, St. Paul's Lutheran Church & Walkersville Public Library
- Vendor applications accepted between August 1, 2024, and November 29, 2024.
- Applications accepted in the order received.
- The vendor must select their location, as payment is made directly to the location.
 - Glade United Church of Christ: Payment made to Glade UCC
 - St. Paul's Evangelical Lutheran Church: Payment made to St. Paul's **(Handcrafted Vendors Only)**
 - Walkersville Public Library: Payment made to Friends of the Walkersville Library (FOWL)
- To offer the public a wide selection of vendors, only one Direct-Sale Vendor selling the same product line will be considered for each location (e.g., Pampered Chef, Thirty-One Bags).

The Walkersville Christkindlmarket is scheduled for December 7, 2024, and will occur regardless of inclement weather. If inclement weather occurs, refunds will not be provided.

Vendors will receive an 8'x5' display space, a 6' or 8' table, and two chairs. Limited vendor spaces have access to an electrical outlet at Glade UCC & St. Paul's. Walkersville Library has numerous spaces with access to electrical outlets. Vendors are responsible for electrical cords, display set-up, and display breakdown.

Mail the Completed Application and Vendor Fee

Bonnie Leins
c/o Walkersville Christkindlmarket Committee
15 Fulton Avenue
Walkersville, Maryland 21793

Vendor Fee: \$25

Payable to the Following Organizations

- Glade UCC
- St. Paul's Lutheran Church
- Friends of the Walkersville Library

For questions, please contact Bonnie Leins, Walkersville Christkindlmarket Committee Member, by e-mail: Christkindlmarket@comcast.net or phone: 240-626-5847. We look forward to collaborating with local artisans and direct sale vendors to showcase their talents and products at the 7th Annual Walkersville Christkindlmarket, 2024.

Warm Regards,

Walkersville Christkindlmarket Committee

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Vendor Application

Business Name	
Business Website	
Primary Contact First Name	
Primary Contact Last Name	
Primary Contact Email Address	
Primary Contact Phone Number	
Do you need electricity? Please answer yes or no. Not all spaces provide electricity. You must supply your own electrical cords.	
Do you want to be next to another vendor? Provide the name of the vendor.	
Requested Vendor Location Glade UCC St. Paul's Lutheran Church (<i>Handcrafted Vendors</i>) Walkersville Public Library	
Product Description 25 words max Please e-mail images of your products. Christkindlmarket@comcast.net We will feature them on our website & FB. WalkersvilleChristkindlmarket.com https://www.facebook.com/Walkersville-Christkindl-Mart-585067735246275/	

Please Do Not Write Below

Tasks	Information	Date Completed	Completed By
Vendor Location Selection			
Vendor Space Number			
Payment/Check Number			
Notified Vendor with Location Information			
Added Vendor to Advertisements			
Notified Location Contact with Vendor Information			

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Vendor Rules

1. The 7th Annual Walkersville Christkindlmarket, 2024, is open to business vendors 18 years or older.
2. Vendors must be present to exhibit their displays during the festival hours (10 am – 2pm).
3. Vendor set-up from 9:30 am to 10 am. Vendor clean-up from 2 pm to 3 pm.
4. Each vendor will be provided with a table and two folding chairs. Displays are restricted to the booth space assigned, which is 8' x 5'.
5. If a vendor requests a booth with electricity, the vendor must supply their own electrical cords.
6. No helium tanks, as all vendor space is inside buildings.
7. It is the Walkersville Christkindlmarket Committee's exclusive right and responsibility to remove displays (or entire booth) that are not in compliance with our vendor rules. The committee reserves the right to remove a vendor from the festival for inappropriate behavior or circumstances detrimental to a public event.
8. Vendors are responsible for collecting and paying their Maryland sales tax.
9. Vendors are responsible for removing personal items and cleaning booth areas.
10. Vendors may not break down their booths prior to the end of the festival (2:00 pm). Early breakdown sends a negative message to those attending the festival.
11. Designated parking for vendors is provided.
12. Each vendor will receive a vendor packet with their assigned event location, booth number, parking information, and check-in procedures.

I have read, understood, and agree to the 7th Annual Walkersville Christkindlmarket 2024 vendor rules, which are scheduled for December 7, 2024.

SIGNATURE:

DATE:

7th Annual Walkersville Christkindlmarket, 2024

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I have read the information in this vendor application and hereby agree to all conditions outlined for the 7th Annual *Walkersville Christkindlmarket, 2024*. I understand that the Walkersville Christkindlmarket Committee reserves the right to reject any application that does not comply with the conditions stated in this application. If accepted, I agree that the Walkersville Christkindlmarket Committee may use my name for promotional and publicity purposes in print, advertising, publications, etc. The undersigned will not be paid for the stated promotional use.

Signature _____

Date _____

Release and Indemnification Agreement

I _____, the Participant, acknowledge that the Walkersville Historical Society is sponsoring an event known as *the 7th Annual Walkersville Christkindlmarket, 2024*, to be held on December 7, 2024, and that my participation in that event is wholly voluntary on my part and solely with the permission of the Walkersville Historical Society. In consideration of the permission granted to me by the Walkersville Historical Society authorizing my participation in this event, I hereby agree as follows:

1. I hereby agree to participate in the 7th Annual Walkersville Christkindlmarket 2024 activities at my sole risk. I agree that the Walkersville Historical Society, Glade United Church of Christ, St. Paul's Lutheran Church, Walkersville Feed Company, Walkersville Public Library, Town of Walkersville, event committees, officials, servants, agents, officers, employees, and volunteers shall not be liable to me, or to any one claiming through me, for any claims, demands, actions, or causes of action for any personal injury, death or property damage to me or my property which arises out of, is related to or is in any way connected with my participation in, attendance or presence at any of the *7th Annual Historic Walkersville Christkindlmarket, 2024* activities regardless of the nature of the activity.
2. I do further expressly and forever release and discharge Walkersville Historical Society, Glade United Church of Christ, St. Paul's Lutheran Church, Walkersville Feed Company, Walkersville Public Library, Town of Walkersville, event committees, officials, servants, agents, officers, employees, and volunteers from any and all such claims, demands, actions, or causes of action for personal injury, death or property damage caused by, arising from or in any way related to, in whole or in part, acts of active or passive negligence on the part of the Walkersville Historical Society, Glade United Church of Christ, St. Paul's Lutheran Church, Walkersville Feed Company, Walkersville Public Library, Town of Walkersville, event committees, officials, servants, agents, officers, employees, and volunteers.
3. I do agree to indemnify, defend and hold harmless the Walkersville Historical Society, Glade United Church of Christ, St. Paul's Lutheran Church, Walkersville Feed Company, Walkersville Public Library, Town of Walkersville, event committees, officials, servants, agents, officers, employees, and volunteers from any and all liability for personal injury, death or property damage caused by, arising from or in any way relating to my intentional acts, my active or passive negligence or my participation in the *7th Annual Walkersville Christkindlmarket 2024* event or that of my employees, servants or agents.

SIGNATURE: _____

DATE: _____

PRINT NAME: _____