***HOLLYWOOD VOLUNTEER RESCUE SQUAD AUXILIARY***

***CRAFT/VENDOR SHOW***

***SATURDAY NOVEMBER 12, 2016***

***RULES & REGULATIONS***

1. The Craft/Vendor Show will be open to the public from 10:00 A.M. to 3:00 P.M. .
2. The person(s) renting a table or a display space will be permitted in the building beginning at 8:00 A.M. to setup his/her display.
3. Tables and Display Spaces **not claimed by the renter by 8:30 A.M. will not be held** and may be re-rented by the Sponsor of the Craft/Vendor Show.
4. No one will be allowed to extend the size of his/her table or display space by adding to or setting anything beside or in front of the table or display space.
5. Space is limited. No space is guaranteed for 2016 for vendors unless your Registration Form and full fee payment are received prior to **July 31, 2016**
6. If renting a table, the Craft/Vendor Show vendor may use the space under the table for display purposes.
7. Free standing back board displays will be permitted behind table and within the allotted space.
8. All requests for wall space rental will be assigned on a first come basis.
9. If access to electricity is required, all requests will be assigned on a first come basis. No extension cords may be run across the floor.
10. Craft/Vendor Show vendors are responsible for all state and local tax licenses, as well as collecting and paying Maryland state sales tax.
11. Craft displays must be free standing. No one will be permitted to nail, tack, or staple, or tape anything to the walls, tables, pillars, windows, etc.
12. No Craft/Vendor Show vendor’s displays may be dismantled before 3:00 P.M.
13. Each Craft/Vendor Show vendor must remove all materials brought into the fairgrounds and must depart the building by 4:00 P.M.
14. No Craft/Vendor Show vendor will be permitted to have a raffle, drawing or open flames.
15. Rummage/Yard Sales type items are **not permitted**. You will be asked to remove them from your sales area or to leave the premises if you do not remove the items from your display.
16. No relocation of assigned rental space or rental table will be permitted.
17. In the event of an emergency during the Craft/Vendor Show, contact the HVRS Auxiliary member at the front of the building.
18. Craft/Vendor Show vendors are responsible for their own change fund. (HVRSA will not make change.)
19. Craft/Vendor show vendors may rent a table or a display space for $35.00 each – NON-Refundable and NON-Transferable.
20. If a vendor is unable to occupy his table or space due to personal circumstances, the vendor may not re-sell, rent, or otherwise transfer their table/space to another vendor. The Sponsor of the Craft/Vendor Show reserves the right to assign another vendor to the table/space.
21. HVRSA will have refreshments for sale to vendors and customers. The kitchen will be open from 9:00 A.M. until 3:00 P.M.
22. HVRSA is not responsible for any theft, breakage, loss of items, accidents/injuries of any kind.

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2015 CRAFT/VENDOR SHOW

RULES & REGULATIONS

1. For additional information contact**: hvrsa\_craftshow@yahoo.com**
2. Reservations will not be made until payment is received.
3. Complete and return the Registration Form along with a check or money order made payable to: **Hollywood Volunteer Rescue Squad Auxiliary.**
4. Mail to: **Hollywood Volunteer Rescue Squad Auxiliary, P.O. Box 94, Hollywood, Maryland 20636, Attn: Craft/Vendor Show.**
5. After unloading, vendors are requested to move their vehicles to the marked Vendor Parking Area away from the main entrances.
6. Vendors may move their vehicle to reload their merchandise after 3:00 P.M.

**HVRSA RESERVES THE RIGHT TO LIMIT THE NUMBER OF TABLES/SPACES PER CRAFTER/VENDOR.**