



**9th Annual Hawken House Christmas Market
At Rolling Ridge Nursery 60 North Gore Avenue
Sunday November 12, 2017
10:00 AM – 4:30 PM**

FOR WGHS ONLY

Sponsored by the Webster Groves Historical Society

NAME _____ PHONE _____

ADDRESS _____ EMAIL _____

Booth Name _____

Desired BOOTH SIZE and LOCATION: (Please circle your choice below)

- | | |
|-------------------------------------|-------------------------------------|
| Inside (8' by 6') @ \$50.00 | Inside (12' by 6') @ \$75.00 |
| Outside (8' by 6' space) @ \$45.00 | Outside (8' by 8' tent) @ \$45.00 |
| Outside (12' by 6' space) @ \$68.00 | Outside (10' by 10' tent) @ \$68.00 |

Electricity (limited availability / inside booths only) @ \$5.00 additional _____

------(please check any that apply)-----ITEMS TO BE SOLD------(please check any that apply)-----

- | | | |
|--------------------|--------------------------|--|
| CERAMICS _____ | WOODEN ITEMS _____ | FLOWERS _____ |
| PAINTING _____ | CROCHET, KNITTING _____ | SCULPTURE _____ |
| JEWELRY** _____ | FABRIC ITEMS _____ | GLASS _____ |
| PAPER ITEMS _____ | BATH OR SOAP ITEMS _____ | FURNITURE _____ |
| GIFT BASKETS _____ | CANDLES _____ | OTHER ____ (please describe in detail on the reverse side) |

Applications must include photographs representative of what you intend to sell; they may be sent to our e-mail address: hhchristmasmarket@gmail.com, or you may include a website or Etsy link. Please indicate if you want your photos returned.

The Hawken House Christmas Market Committee reserves the right to select booths so as to ensure that we have a good representation of many different types of crafts.

Acknowledgment: The undersigned hereby acknowledges the conditions contained in the Event Details (attached) and will abide by the rules and regulations either contained herein or posted at the Christmas Market. Further, the undersigned acknowledges and agrees that (1) the Webster Groves Historical Society or its members will not be responsible for any lost items; (2) this is a controlled Christmas Market and the undersigned must display only those items noted on this application form; and (3) the Hawken House Christmas Market committee reserves the right to remove the undersigned from the market and refund the reservation fee for any violation or suspected violation of the market's stated rules and regulations, and/or for the displaying any items not in keeping with those listed on this application form.

SIGNED _____

**MAIL THIS APPLICATION AND PAYMENT IN FULL TO:
WEBSTER GROVES HISTORICAL SOCIETY (CHRISTMAS MARKET)
1155 SOUTH ROCK HILL ROAD
ST. LOUIS, MO 63119**

**Questions:
314-968-1857 or
hhchristmasmarket@gmail.com**

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Event Details:

1. Booth Assignments: Inside booth space and tent space is limited. Generally speaking, we will review applications and assign accepted applicants to their desired spaces on a rolling, first come-first serve basis. However, **please note** that we reserve the right to select crafters / artists and assign spaces so as to have a good variety of arts and crafts in both the indoor and outdoor areas.

2. All jewelry vendors must submit photos regardless of prior participation. Jewelry booth spaces are limited.

3. Set up times: You may set up your booth (with merchandise if you are inside, booth structures only outside) on Saturday, November 11, between 10:00 AM and 5:00 PM.

Otherwise, set up will be on Sunday morning 7:00 AM – 10:00 AM

4. Vendors will need to provide their own tables, chairs, shelves, etc. for their booths.

5. Rolling Ridge Nursery is a smoke free facility.

6. No open flames by order of the City of Webster Groves.

7. We ask that all items be quality hand-crafted, or have prior approval of the event committee.

8. The event committee reserves the right to refuse any application without recourse.

9. No refunds after November 1, 2017. Please note that refunds resulting from changes in booth location and/or size (ie. \$5 - \$7) will all be processed in late October.

10. Breakdown of your booth must occur **after** 4:30 PM on Sunday, November 12.

11. All exhibitors' vehicles will need to be parked in the designated parking area after unloading.

12. Applications must include photographs; they may be sent to our e-mail address: hhchristmasmarket@gmail.com, or you may provide a link to a website or Etsy shop that shows the types of items you intend to sell. (Please indicate if you want your photos returned.)

*If you were a vendor last year, you do not need to send us new photos unless what you plan to sell is different.
Please note: All jewelry vendors must submit photos as indicated above.*

Please direct any questions to either the Hawken House at (314-968-1857) or to Nancy Leahy at hhchristmasmarket@gmail.com