

The Lights of Christmas

2017 Arts & Crafts Vendor Application

July 2017

Dear Craft Vendor,

I can hardly believe it's that time of year already... but indeed it is! It is my privilege to prepare for the joyous celebration of Christmas in contacting local arts and crafts vendors. If you would like to apply for an opportunity to participate in our unique event, the details are below.

Please complete both pages of the application and submit as soon as possible. Estimate the quantities and retail value of each type of item you will bring. Include a sample or photo of your work and display. You will be notified concerning your approval within 3-5 weeks of submission of your application.

We ask that all applications be submitted by October 30th. It's best if you don't wait until this date to apply, as we fill up quickly in some categories of work. The fee for this event is only 30% of the retail sales. You bring the products at an assigned check-in time, and pick up any remaining items after the event. Payment (70% of retail sales) is made within 15 business days of pickup.

Please call or email me if you have any questions. I look forward to hearing from you.

Sincerely,

Holly Barnes
The Lights of Christmas Craft Coordinator
360-652-7575 ext. 2446
HBarnes@warmbeach.com

PS - Information about *The Lights of Christmas* can be found at www.TheLightsofChristmas.com. Please share this web address with your friends, fellow artists, and customers.

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Complete application and submit to Holly Barnes at:
email: hbarnes@warmbeach.com
fax: 360-255-0025 | mail: 20800 Marine Dr, Stanwood WA 98292

Business Name _____
Address _____
City _____ State _____ Zip Code _____
Contact Person _____
Phone Number _____ Web Address _____
Email _____

Have you previously been a vendor for *The Lights of Christmas*? _____

Please give a brief bio of your creative background and a description of your work.

Please attach or email a digital image of your work to hbarnes@warmbeach.com.

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What is the size of your display fixtures? (Please provide photos of the fixtures)

How much display space do you require?

Do you have your own vendor number you would prefer to use? If yes, what is that number?

What is the estimated quantity of merchandise you will be bringing?

Would you need to restock? How many times?

If you use a table would you be providing a table cloth? _____

Every vendor will get paid for 70% of the retail sales. Example below.

Check in						Check out			Sale
Item #	Description	Retail Price	Store Rate	Cost Each (Retail x Rate)	Qty. Rec.	Total (Check-in Qty x Cost Each)	Qty. Out	Credit (Check-out Qty x Cost Each)	Qty. Sold
	Bird House	\$15.00	0.7	\$10.50	2	\$21.00		\$0.00	
			0.7	\$0.00		\$0.00		\$0.00	
			0.7	\$0.00		\$0.00		\$0.00	

This is 70% of the retail price. You will get paid this amount on every item sold.