**GFWC Greeneville Woman’s Club**

**52nd Annual Holiday Bazaar and Expo**

Hal Henard Elementary Gymnasium \* 425 E. Vann Road \*Greeneville, TN

**Saturday, November 4th, 2023 – 9 AM to 5 PM**

**Sunday, November 5th, 2023 – 12 PM to 5 PM**

$175 per Booth

$150 per Booth for New Vendors or Current Vendors Only

\*\*\* PAYMENT MUST BE MADE IN FULL TO RESERVE BOOTH(S) \*\*\*

**REGISTRATION FORM**

Please complete form and return to register for the Holiday Expo & Craft Bazaar

Name of Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person/Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: Street or PO Box: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_

Phone with area code: (\_\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address: \_­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­\_\_\_\_\_\_\_\_\_\_\_

Type of craft(s) or commercial items to be sold: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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I understand that booth participant(s) will be responsible for manning their own booth and taking their own money. I understand that the GFWC Greeneville Woman’s Club is not responsible for theft, loss, injury, or fire. I further understand that I am responsible for Tennessee sales tax, and that I am responsible for obtaining my tax form.

**Refund Policy**: The GFWC Greeneville Woman’s Club will not refund the **processing fee of $25** at any time. The remainder of the booth fee will be returned only if the club is notified of cancellation **90 days prior** to bazaar. If the club is contacted **after 60 days** prior to bazaar, the fee will not be returned unless your booth space is filled by a different vendor.

**Signature of Responsible Party**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please indicate your preferences below. First choice is given to returning vendors prior to March 1st, then first come, first served; however, booths will be allocated at GWC’s discretion in order to best utilize the available space and accommodate our vendors.**

**Select One**:

 Returning vendor renewing **prior to March 1st**. If possible, I would like the same booth(s) I had last year -- booth # \_\_\_\_\_\_\_\_\_\_\_\_\_

 Lower Level @10’x10’

 Upper Level @12’x6’

**Select any which apply**:

 I need to rent **8’ tables at $20 per table**. **Number of tables needed \_\_\_\_** (Vendor responsible for carrying table(s) to/from booth.)

 I will **check in on Saturday morning** instead of Friday night. I know I must be completely set up prior to opening time.

 Booth with wall space (**limited availability; first come, first served** basis)

 Electrical Outlet (**very few available and not guaranteed** unless confirmed by Bazaar Chairman)

**Calculate Total Due/Payable to Reserve Space:**

**Returning** vendor by March 1st \_\_\_\_\_\_ Booths @ $150 each = $\_\_\_\_\_\_

**Returning** vendor **after** March 1st\_\_\_\_\_\_ Booths @ $175 each = $\_\_\_\_\_\_

**1st Year Vendor: \_\_\_\_\_\_** Booths @ $150 each= **$ \_\_\_\_\_\_**

**Table rental** (optional): I will need (#) \_\_\_\_\_\_ 8’ Tables x $20 each = $\_\_\_\_\_\_

**Total Due/Payable to Reserve Space = $\_\_\_­\_\_\_\_**

**Make check payable to: GWC**

**\*\*Mail application and payment to: P.O. Box 1116, Greeneville, TN 37744-1116\*\***

Questions or Comments can be emailed to: GreenevilleWomansClub@gmail.com

For club use below line

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Date Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Booth Number(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount Paid: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Booths: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Check Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Receipt # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_