



**Shrewsbury Parks and Recreation Holiday Bazaar  
Application for Participation  
Date: Saturday December 10th  
Please return by November 25th**

**PLEASE READ CAREFULLY**

**RULES**

1. This is 1 day event. You may start setting up Saturday at 7am. You need to be finished setting up by 9am Saturday.
2. The show starts at 9am and runs till 2pm.
3. The exhibitor is expected to remain in the show area and is responsible for his or her own work and sales. The City of Shrewsbury is not Liabile for theft, damage, loss of work or personal injury.
4. The entry fee is \$20.00 per booth space for the day. Space are 6X8 and include one table. Extra tables maybe used but must fit in the 6X8 space. You will be asked to move all items into the provided booth space. Also, there is no electricity provided to Arts and Crafts booths.
5. This is an indoor event taking place in the Shrewsbury City Center.
6. Exhibitors must display only items that were approved on application. Items that may cause harm to any visitor will not be permitted. This includes rubber band guns or other projectile firing devices. Any infringement of these rules will result in the removal from the show. The committee reserves the right to restrict the sale of items that in the cities judgment can unreasonable damage or liter park grounds. The city also reserves the right to request removal of any entry considered inappropriate.
7. Booth payments will be processed as soon as approved by the Shrewsbury Parks Department. However booth assignments will not be made till December 1st, 2016. All applications will be acknowledged and refunds made to those not accepted.
8. Please retain this sheet for your information and return the enclosed application.
9. Handmade Vendors my sign up at any time. Direct Sales vendors may start to Ap-  
ply October 24th.

If you have further questions please contact Lauren 314-647-1003, or by email at [LMayer@cityofshrewsbury.com](mailto:LMayer@cityofshrewsbury.com)



For Office Use Only:  
Booth # \_\_\_\_\_

PLEASE COMPLETE AND RETURN

PLEASE PRINT CLEARLY

Name \_\_\_\_\_ E-MAIL \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Detailed Description of Items to be sold \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I would like \_\_\_\_\_ Space(s) on December 10th Enclosed is my Check for \$ \_\_\_\_\_

Sales Tax # \_\_\_\_\_

Special Needs/Request \_\_\_\_\_

\_\_\_\_\_

1. I certify that I have read and understand all the rules of the Shrewsbury Parks and Recreation Holiday Bazaar. The exhibitor is expected to remain in the show area and is responsible for his or her own work and sales. The City of Shrewsbury is not Liable for theft, damage, loss of work or personal injury.

Applicant's Signature \_\_\_\_\_

Enclosed:

- \_\_\_\_\_ Signed and completed Application
- \_\_\_\_\_ Copy of Missouri's Sales Tax Certificate
- \_\_\_\_\_ Check for \$20.00 per space payable to the City of Shrewsbury
- \_\_\_\_\_ Photo or Brochure of my work
- \_\_\_\_\_ I would like to donate an item to be used as an attendance prize

Mail to: Shrewsbury Parks and Recreation  
5200 Shrewsbury Ave  
Shrewsbury MO 63119  
Attention: Lauren Mayer

For office use only: Fee paid \_\_\_\_\_ Check # \_\_\_\_\_ Date Received \_\_\_\_\_