

# Leavenworth Chriskindlmarkt

A Projekt Bayern sponsored event held Thanksgiving weekend

## BOOTH APPLICATION FORM

Chriskindlmarkt (Kris-kin-dill-mart), hereafter referred to CKM, is an enchanting family market in the tradition of markets held throughout Germany during the Christmas season. It is a charming festival with twinkling lights, holiday sounds and aromas of Christmas. There are local retailers, specialty foods, handcrafters, artists with one-of-a-kind items and fun holiday activities for children.

**LOCATION:** Front Street Park and the Festhalle in Leavenworth WA.

You have your choice if you would like to be inside the Festhalle or outside in Front Street Park. We are limited to 14 Vendors in Front Street Park and they will be assigned on a first come basis.

**DATES & HOURS:**

Friday	11:00am-7:30pm
Saturday	10:00am-7:30pm
Sunday	10:00am-3:00pm

**Application: DEADLINE IS SEPTEMBER 24**

1. A \$50 deposit must accompany your application by October 24
2. The remainder of the balance is due by November 10<sup>th</sup>. Booths will be assigned after vendors complete the entire application process. **NO REFUNDS WILL BE GIVEN AFTER NOVEMBER 12<sup>TH</sup>.**
3. Although **VENDOR LIABILITY INSURANCE** is no longer required, except for **FOOD VENDORS AND THOSE SELLING DANGEROUS ITEMS**, Projekt Bayern will not assume responsibility for any accidents of injuries occurring within vendor booths. If you wish to have insurance, our agency is offering liability coverage.

### Booth Sharing:

Each booth may have as many people selling items as you wish, but ONE person MUST represent the booth by signing all checks and be responsible for all communications with the CKM Committee. This person must be responsible for enforcing the regulations of CKM.

### Regulations:

1. YOU MUST feature your business/craft items as described on your application form.
2. YOU MUST have one person involved and/or knowledgeable with your products in your booth at all times.
3. YOU MUST NOT have any booth furniture or merchandise outside the parameters of your booth.
4. YOU MUST provide for your booth: a)display case and tables; b)holiday decorations and lighting (no neon or blinking lights); c)ample lighting for your displays (there will be NO overhead lights in the tents outside); d)short extension cords or power bars; e)Mr. Heater Buddy Propane heaters ONLY (available for rent)
5. YOU MUST remain open during market hours. There will be NO early closures on any day.
6. Failure or refusal to comply with rules and requests of the committee are grounds for expulsion from the festival with no right to recover the entry fee.
7. This is a family event highly visible to tourists, NO displays of inappropriate behavior and language will be tolerated.
8. No show on event weekend without prior notice will be a disqualified for future Projekt Bayern Events

### SECURITY:

**YOU MUST provide you own security during the market hours. CKM will provide nighttime security in the City Park.**

### BOOTH INFORMATION:

1. **We provide two booth sizes with a limited number of large booths. The sizes and fees are:**  
**10 ft. x 10ft.-\$175      10ft. x 20ft.-\$275**
2. **Food vendors will be required to have a tarp under your cooking area. You must provide an approved fire extinguisher. You must obtain a Chelan/Douglas County health permit.**
3. **We provide limited power to each booth. Plan accordingly.**
4. **Vendor selection will be on a first come, first serve basis, subject to eligibility requirements.**

*We hope you will join us for the fun and spirit of CHRISKINDLMARKT. We hope this will be a profitable experience for you. We will be advertising around the state to help make this possible.*

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### BOOTH APPLICATION FORM

Name of Business (Please Print) \_\_\_\_\_

Name of Owner(s) \_\_\_\_\_

Contact Address \_\_\_\_\_

Contact Phone # \_\_\_\_\_ E-mail Address \_\_\_\_\_

Type of Business:  Retail  Non-Profit  
 Restaurant  Church  
 Crafter/Home-based

Payment Selection:

- \$50 Booth Deposit (Part of Booth Fee)  
 \$175 Booth  
 \$275 Booth  
 \$50 Liability Insurance Coverage  
 \$25 per Day Heater Rental (Includes Propane)

Booth Selection:

- 10 ft. x 10 ft.  
 10 ft. x 20 ft.

\$ \_\_\_\_\_ Deposit enclosed      Check # \_\_\_\_\_      Date received \_\_\_\_\_

\$ \_\_\_\_\_ Balance Due

\$ \_\_\_\_\_ Total Payment enclosed      Check # \_\_\_\_\_      Date received \_\_\_\_\_

Checks for booth deposit must be enclosed with Application by October 24<sup>th</sup> to reserve a booth. The balance must be paid by November 10<sup>th</sup> in order to determine your booth placement. You will be emailed when you have completed the Application process. Determination of you eligibility will be made October 31<sup>st</sup> when all applications have been received.

SEND TO:      Projekt Bayern/CKM Application  
                 PO Box 411  
                 Leavenworth, WA 98826

Please print or type a list of ALL items you will feature in your booth (use additional sheets if necessary). Please bring only these items unless you notify us of any changes by October 28<sup>th</sup>. Pictures of your items are also helpful if you are a new vendor. **Preference will be given to those items which would be traditional to Chriskindlmarkts. Displaying some of your items with holiday ribbons will be encourage.**

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If you have questions, please contact Steve Lord-Vendor Coordinator at (425) 445-6183 or by email at [lordleav@aol.com](mailto:lordleav@aol.com)

**PLEASE MAKE AND SEND A COPY. KEEP THE ORIGINAL.**