

Craft Show Vendor Information

Held in conjunction with The West Point Car Show

Sunday, September 19, 2021



Nielsen Community Center

200 Anna Stalp Avenue

West Point, NE 68788



NOTE: This year the car show will be held in the area around the Nielsen Center. Registration and trophy presentation will be held in the lobby of the Nielsen Center. **Therefore, the Craft Show will be located in a central location with all car show participants surrounding the craft show area.**

Space Size and Fees:

One table and 2 chairs are included in the 8'x8' space for \$40. Remember – You are paying for a specific sized booth. You will be limited to the amount of space you have purchased.

Electricity is available upon request on the registration form. Vendor supplies any extension cords needed.

Guidelines:

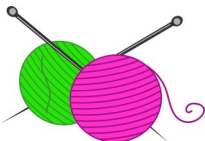
1. Limited space is available and will be assigned based on the date the application is received. You can download an application form at www.roadgems.com or contact Mary at marytimmerman@me.com or (402-372-1104).
2. Please complete the Application and Release Form and mail it with payment as soon as possible. **Make checks payable to: Catholic Daughters (Attn: Marlene Knobbe, 308 Tower Ln, West Point, NE 68788.)** Incomplete applications will be returned.
3. If you wish to receive CONFIRMATION that your application has been received, please send a self-addressed, stamped envelope or provide an email address along with the registration form. The confirmation will be sent within 3 weeks after the application is received.
4. All vendors must charge 7% sales tax and submit it to the Nebraska Department of Revenue.
5. Set up time for vendors is 8 am to 10 am on Sunday, September 19th. The Craft Show will be open to the public from 10 am to 4 pm.
6. Vendors are responsible for their own merchandise at all times and are responsible for cleaning up their areas.

Thank you for considering our show! If you have any questions, please contact:

Marlene Knobbe

402-372-3762

marlene@knobbe.org



Date _____ Ins _____ Size _____ Extra _____ Pd _____ Chk # _____ Bth # _____

Craft Show Vendor Application

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Please complete all information below and submit with payment. Please PRINT.

Company Name _____

Vendor Name _____

Street Address _____

City _____ State _____ Zip _____

Phone Number _____ License Plate # (Include State) _____

Email Address _____

Sales Tax Number _____ (Vendor required to collect Nebraska & City Sales Tax – 7 %)

Type of Merchandise _____

Number of Spaces _____ (Space available with one table 8' x 8' for \$40 each. Tables and 2 chairs included in fee.)

Electricity Needed? Yes No

Total amount enclosed: \$ _____

Make checks payable to Catholic Daughters.

Mail to:

Marlene Knobbe

308 Tower Ln

West Point, NE 68788

For confirmation, please send a self-addressed, stamped envelope or provide an email address.

Road Gems—Vendor Release Agreement

I, _____ hereby releases the Road Gems and the City of West Point, Nebraska from any claims for damages to person or property while participating as a vendor during the West Point Car Show Annual Craft Show on September 19, 2021.

Vendor Signature

Date