

Calvary Fellowship Fountain Valley
Ladies of Calvary Fellowship Craft Fair
Saturday October 18, 2025
9:00 a.m. to 3:00 p.m.

Vendors Lease Agreement for participants:

The undersigned hereby makes application for booth space in the CCFV/LCF Craft Fair. The ***non-refundable fee*** for the booth space shall be \$40.00 for new vendors and \$35.00 for returning vendors.

The undersigned agrees to the following obligations and conditions:

1. CFFV and its volunteers will NOT be responsible for any fire, theft, injury or legal action that should arise on the premises during the time occupied according to this agreement. CCFV or it's volunteers are not responsible for any damages, or loss to/from any display or vehicle.
2. There will be ***NO REFUNDS*** on booth(s).
3. NO nails, tape, etc. may be put in/on the walls, floors, tables, or chairs owned by the facility.
4. Set up time is 7:30 a.m. – 9:00 a.m. on *Saturday, October 18, 2025*. Tear down time will be from 3:00 p.m. – 4:00 p.m. Vendors are **required to stay** for the duration of the Fair. Once the fair is over, please remove all trash and clean up after yourself.
5. NO SMOKING, VAPING, ALCOHOLIC BEVERAGES, DRUGS, OR PERSONAL PETS ARE PERMITTED ON THE PREMISES. If violated, you will be asked to leave and forfeit your booth fee.
6. NO vulgar, pornographic, derogatory crafts/handmade products or Political/Social justice flyers, items, etc. of any kind. Examples include (BLM, Antifa, Pride, etc.). If not followed, it will result in a forfeit of your booth fee and removal from the property. ***If in doubt, please ask prior to fair.***
7. Vendors are responsible for collecting and reporting all Sales Tax.
8. For this event to be successful, all vendors are responsible to help promote the Craft Fair on their social media sites, etc. Flyers will be emailed out to all vendors a month prior for advertising.

As a vendor for the Calvary Fellowship Fountain Valley, Colorado Springs, Colorado, LCF Craft Fair on *October 18, 2025*, I have read and acknowledge all information and agree to abide by all the terms and conditions listed above. If chosen to participate in the Craft Fair, the undersigned and their family and representatives agree to release, discharge, indemnify and hold harmless Calvary Fellowship Fountain Valley, LCF and their offices, agents, employees and volunteers of and from claims, demands, action, or cause or action, which may hereafter exist by reason of any damage, loss or injury which may be sustained by the undersigned, their family, or representative, in consequence of being allowed to participate in the CCFV/LCF Craft Fair. If this craft fair is prevented by circumstances of natural disaster, CCFV will re-schedule the fair. No refund will be given.

*****PLEASE NOTE*****

THIS IS A CHURCH FUNDRAISING EVENT. CFFV reserves the right to refuse any vendor or to remove any items deemed objectionable for any reason at any time. Any conduct contrary to the values of the ministry will result in the immediate forfeit of booth fees and a request to leave the premises.

Booth sizes are as follows:

- **Outdoors: 10'x10' - Vendors are responsible to bring their own canopy and weights.**
- **Indoors: 6'x4' (Please note that this space is a little bigger than 6'x4', and vendors are encouraged to bring a side table(no longer than 4 ft), rack or stand if needed).**

***DUE TO LIMITED SPACE INDOORS, SPOTS WILL NOT BE HELD UNTIL PAYMENT IS RECEIVED.**

PLEASE COMPLETE THE FOLLOWING (PRINT LEGIBLY):

Full Name: _____
Address: _____
City, State, Zip: _____
Phone #: _____
Email Address: _____

Business Name: _____
Website/FB/Etsy/Instagram: _____

Items to be sold: _____

Please check all that apply:

New Vendor (\$40.00) _____

Returning Vendor (\$35.00) _____

Indoors (6'x4') Booth: _____

Outdoors (10'x10') (vendor must provide canopy & weights): _____

Table Rental 6' - \$5.00: _____

Number of Chairs needed (no charge) (**2 max**): _____

Payment Method: Online: _____ **Check Number:** _____ **Cash:** _____

Vendor fee (**non-refundable**) can be paid by cash (must be paid in person), check, or via our online portal (calvaryfountain.com/vendors_2025). If paying by check please mail to *Calvary Fellowship Fountain Valley LCF, c/o Kimberly Valere, 4945 Cable Ln, Colorado Springs, CO 80911*. Please do not mail cash. For questions, please contact Kimberly Valere at ladiesofcalvary@proton.me, or call/text 719-661-8155.

Signature of Applicant: _____ Date: _____

FOR CRAFT FAIR COMMITTEE USE ONLY:

Date Received: _____ Received by: _____

Amount & Form of Payment: _____ Booth Assigned: _____