



Vendor Contract - Edgar PTO Craft Sale
Edgar Elementary School
112 N 2nd Ave
PO Box 198, Edgar, WI 54426
Sunday, October 16, 2016

Name: _____ Phone: _____

Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Description of Merchandise: _____

Each 10x10 vendor space is \$20. Tables can be provided for an additional fee of \$5 per table. Chairs can also be provided free of charge.

Number of Spaces: _____

Number of Tables: _____

Number of Chairs: _____

Total Amount Enclosed: _____

Please circle all that apply.

Electrical: YES NO Wall Space: YES NO Corner Space: YES NO

I would prefer to be contacted by: Phone Mail E-Mail

I am a returning vendor: YES NO

I would like the same space as the previous year: YES NO

Note: Every attempt will be made to comply with above requests, however reservation for space is not secure until this signed contract and payment to EDGAR PTO are received. Spaces will be assigned on a first come first serve basis. If we are unable to comply with a request, you will be contacted to make other arrangements. This contract only reserves a space, it's location is based upon availability. Payments are Non-Refundable as long as space is available.

Set up time will begin at 8:00 am. Hours open to the public are 10:00 am to 4:00 pm. All dealers are expected to be present until closing time. Dealers are required to provide a table covering and are responsible for clean up of their spaces.

The Edgar PTO, nor the Edgar School District shall be responsible for any injury or loss that may occur to the Lessee, his/her employee or goods from any cause whatsoever while said premises (Edgar School) is being occupied by the Lessee under this agreement.

Please return this signed contract and payment (**Payable to EDGAR PTO**) to:
Jennifer Olmsted F4222 Butternut Rd, Edgar, WI 54426
Please contact with questions (715)370-0738 or jennie.olmsted@gmail.com

Dealer signature: _____

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For Edgar PTO use only:

Date Received _____ Amt Received _____ Check # _____

of Tables Requested _____ # of Chairs Requested _____

Location _____



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Thank you so much for participating in Edgar's Harvest Festival Craft Sale. **Please keep this page for your records.** Set up will begin on Sunday morning at 8 am in the High School Gym. Each vendor space will be set up with any requested tables and chairs, and labeled with the vendor name.

Directions to the school are as follows:

From Hwy 29: Exit Hwy 29 at Hwy H, continue on Hwy H into Edgar and turn to the left (East) on Birch St, continue straight ahead to the High School Gym parking lot.

If you have any additional questions, please feel free to contact Jennifer Olmsted at 715-370-0738 or jennie.olmsted@gmail.com.