



Presents ...



VENDOR APPLICATION

It's time to prepare for our annual Christmas celebration - "Christmas in The City"! We love Rome and our local region, and our heart is to share the love of Jesus with our community in many different ways throughout the year. With Christmas being a celebration of the birth of Jesus, it's a special time of joy and anticipation for us all, and TOGETHER is the best way to celebrate! We'd love you have you apply to be considered as a vendor for this wonderful event.

What is Christmas in The City? It's a Christmas event for the whole family and is sure to be remembered... and anticipated next year! As you enter the gates, you will immediately be immersed in the sights & sounds of the season. Firelight lights the way to the entrance, then, as you step inside, you'll be welcomed by live Christmas music, the aroma of Christmas cookies, and wassail. There will also be food trucks to grab a bite to eat. Then you will step inside the large Christmas market, filled with local growers, makers, and artisans of all kinds. People are sure to find delightful gifts to give their loved ones during the Christmas season. After you shop, you can step outside into our interactive Christmas village with caroling, a live nativity, animals, 2 horse-drawn wagons giving rides through the city streets, and bonfires to cozy up to as you enjoy your hot chocolate and donuts.

We have decided to continue to keep this event FREE event for our guests, and FREE for our Vendors.

Do you know other quality Vendors? If so, please tell them about this event and invite them to apply!

When: Friday, Dec 8th, 5pm-8pm | Saturday, Dec 9th, 5pm – 8pm

Where: LIFE CHURCH – 1110 Black River Blvd Rome, NY 13340
(former NYS Armory & Rome Home Show location)

Phone: 315-339-0242 | **Email:** info@LifeChurchNY.com

APPLICATION

Please return the application as soon as possible, due to high interest in the event.
Application deadline: November 30, 2023

NAME: _____

BUSINESS NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

HAVE TAX ID#? : _____

EMAIL: _____

PHONE : (____) _____ CELL: (____) _____

DESCRIPTION OF ITEMS: _____

NEED ELECTRIC? _____ (Food Trucks will use their own)

YOUR SOCIAL MEDIA:

Facebook: _____

Instagram: _____

BOOTH FEE: **FREE ~ Merry Christmas to YOU from LIFE CHURCH!**

* We ask that each Vendor donate a similar item that you sell that we can enter in our special giveaway

DESCRIPTION OF DOOR PRIZE DONATION/s: _____

Due to demand, we look through the applications and decide which vendors to include, so please forward photos of your items and booth setup if you have them. You will be notified by phone/email if you have been accepted into the event.

Please sign below to complete your application:

I have read and I fully understand all of the guidelines and terms of this application and agree to follow them as stated.

Applicant's signature

Date

Please Email to: info@lifechurchny.com

Christmas in The City Guidelines

We have implemented these guidelines, because we want this to be an amazing show for YOU, and we want our GUESTS to look forward to returning next year!

- We are looking for makers, artists, designers, vintage types of products (not home party/bought from China/collectible types of items)
- Items sold must reflect what is represented on the application and in supplemental photos.
- We are opening early for set up at 2:30pm on Dec 8th should you wish to come earlier, and Vendors MUST be ready to sell by 4:45pm.
- No Vendor may break down until 8pm on Saturday so that the show can be a full & fair one for everyone.
- All Vendors will be packed up and their area left as clean as you found it by 9:30pm on Saturday.
- There is easy loading/unloading, no stairs, and the facility is handicap accessible.
- Each space is 10ft x 10 ft. Vendors must provide their own table/chairs.
- All displays must remain within the space provided. Storage must be covered and out of sight.
- Floor-length table skirts/covering is required.
- Nothing shall be nailed, stapled, or otherwise fixed to the walls, floors (except tape for electric cords), or any part of the exhibition rooms, so a suitable backdrop for hanging things must be provided by the Vendor – should they need it.
- Electric cords must be taped to the floor for safety Please bring your own long electric cords and blue painter's tape. Food trucks will of course run on their own power.
- Vendors must accompany their work and agree to demonstrate a professional and courteous attitude towards the volunteers of LIFE CHURCH and all guests. Any Vendor unwilling to comply with the guidelines may be asked to leave. Violators will not be allowed to return for future events.
- We are asking Vendors who create items to demonstrate their creation if they would like to. Example: We have a stained-glass artist who will also be creating during the event at her table) Do you have food items? If so, samples would add value to your space and the overall show.
- You may not sell your space or share it with a “non-registered” Vendor.
- The outdoor event area is fenced in and the gate is locked. The indoor area is locked at all times, and the only people inside during off hours are those participating or supervising the event.
- This is a FAMILY CHRISTMAS event, and therefore all spaces are to remain family-friendly. No items that are not family-friendly, smoking, alcohol, bad language, or illegal items are permitted. Also, pets are not permitted.

Christmas in The City Terms Agreement

THIS AGREEMENT, is between LIFE CHURCH and the signatory at the end of this agreement (“Participant”). Participants will be participating in the Christmas in The City Festival on the date(s) selected above (the “Event”). This Agreement must be signed by the Participant and submitted to LIFE CHURCH by the due date.

Term: This Agreement may be terminated by LIFE CHURCH with or without cause immediately upon notice to Participant. Participant and its employees, personnel, and agents agree to be bound by the terms of this Agreement and all Event rules, regulations, and directives.

Safety: The participant will act with the highest regard for the safety of the attendees and other participants of the Event, and will adhere to all laws, policies, rules, and regulations applicable to the goods and/or activities of the Participant, including obtaining all licenses, permits, and approvals that may be required to enable Participant to conduct its activities at the Event and fulfill its obligations under this Agreement.

Liability: LIFE CHURCH will not be responsible for any loss or damage to the Participant’s property, injury to, or death of the Participant (or its agents, employees, and/or personnel), or Participant sales. Participant expressly assumes all risks of loss, damage, liability, injury, or destruction resulting from any cause whatsoever, including but not limited to acts or omissions by Participant, and hereby releases and waives any claims against LIFE CHURCH related to such loss, damage, liability, injury, and/or destruction.

Insurance: Participant represents that it has, or will have at the time of the Event, appropriate insurance to cover liability for the types of activities Participant will conduct at the Event. Participant covenants to be fully responsible for any of its liabilities, actions, or omissions, and will indemnify, defend, and hold LIFE CHURCH (and its officers, employees, agents, vendors, affiliates, and representatives) harmless against any claims related to Participant’s liabilities, actions, or omissions.

Cancellations: The event will proceed regardless of the weather. If there is a cancellation:

(a) By LIFE CHURCH: If a cancellation of the Event by LIFE CHURCH is necessary due to unforeseen circumstances, acts of a third party, or other circumstances which (in LIFE CHURCH’s sole judgment) may compromise the safety of Event participants, then the Participants will be notified.

(b) By Participant: Once a Participant cancels, they forfeit their spot in the Event.

Participant may not assign this Agreement to any third party, or delegate any of its obligations without the written consent of LIFE CHURCH. Only the accepted Participants are able to sell or distribute their items and/or conduct activities at the Event. The vendor list, map, and Booth assignments are subject to change without notice. LIFE CHURCH does not guarantee any level of attendance at the Event.

Change in terms: The terms of this Agreement may be changed by LIFE CHURCH and notice of such change(s) will be sent to you in writing. You agree to accept notices via email, sent to the email address indicated. LIFE CHURCH reserves the right to decline, prohibit, or expel any Participant exhibit, or prevent any activity, displays, product, or conduct, which (in LIFE CHURCH's sole judgment) is out of keeping with the character of the Event or endangers the venue, any attendee, or other participants.

Participant and its agents, employees, personnel, and/or independent contractors who participate in the Event agree to be bound to this Agreement. The terms of this Agreement, including any waivers, inures to the benefit of LIFE CHURCH and its affiliates and Event co-producers and sponsors.

Independent Contractors: The relationship of Participant to LIFE CHURCH is that of an independent contractor, and nothing contained in this Agreement will be construed as creating a partnership, joint venture, employment relationship, agency, or other relationship between the parties, or to make LIFE CHURCH liable for the debts or obligations of Participant.

The validity, interpretation, construction, and enforcement of this Agreement will be governed and controlled by the laws of the State of New York, without regard to its rules with respect to choice of law. Any dispute arising out of or related to this Agreement must be brought in Oneida County and the parties hereby consent to the exclusive jurisdiction and the venue of such forum. This Agreement, and any rules and regulations provided to Participant by LIFE CHURCH or LIFE CHURCH's affiliates, will contain the entire Agreement and understanding between the parties hereto with respect to participation in the Event. If any term is contrary to law then that term will be severed and the remainder of the Agreement will remain in force.