

NORTH POLE COMMUNITY CHAMBER OF COMMERCE

2017 Winterfest Holiday Bazaar

Saturday, Dec. 10 am – 6 pm North Pole Plaza Mall

PH: (907) 590 -3334 Mail: PO Box 55071 North Pole, AK 99705

This is a one-day bazaar, sponsored by the North Pole Chamber of Commerce in conjunction with the NP Winter Festival. We have spaces for approximately 60 vendors and will advertise the Winter Festival Activities via the media prior to the event. Winterfest activities include the annual fireworks display, scheduled for 5 pm Saturday in the North Pole Plaza Mall parking lot, Candle Lighting Christmas Celebration & Crowning of the King and Queen of North Pole, on Sunday Dec. 3rd at 2pm at NP High School. Call 590-3334 for details. A fun family event ~ You don't want to miss it!

Vendor applications will be accepted by mail, email or via phone until the day of the event or until we run out of spaces. Spaces will be assigned on a first come first serve basis. To reserve your space mail your application and payment to Holiday Bazaar, NP Chamber of Commerce, P O Box 55071, North Pole, AK 99705 or email your application to marlene@northpolechamber.us

Cancellations made after Wed. November 15th will be charged a 10% processing fee.

Vendor spaces are all 8' wide by 4' deep. You must provide your own table, chairs, displays, booth trash container, extension cord and any other items needed for your booth operation. All display items must be safe, fit within your space, and not block visibility of nearby vendors.

Access & Electricity: Fire extinguishers and exits must have free access. All mall shops must have free access to their doors and some stores require window visibility as well. No cords or other obstructions may be placed in the walkways. Electricity is limited to 500 watts per booth and is assigned in advance. Vendors are responsible for supplying their own extension cords. Outlets are limited and are distributed on a first come first serve basis.

Booth set up: Booth setup will be from 9 a.m. to 10 a.m., Saturday morning, Dec. 2nd. The NP Chamber booth will be located near a main mall entrance and will be your check-in point when arriving. Please check in no later than 9:30 a.m. or your space may be reassigned to another vendor. Spaces are pre-assigned, so you will need to set up in your designated space only. If you have questions, please see Sharon at the Chamber booth.

Take down: Take down starts at 6pm. Please respect fellow vendors by remaining open until the end of the bazaar at 6 pm. You must clean your area thoroughly, placing all trash in provided bins, removing tape, and wiping any spills up. We cannot be responsible for lost or left items.

Baked Goods and D.E.C. Regulations: All food vendors, home and commercial, must comply with D.E.C. regulations. The bazaar is subject to inspection by the Department of Environmental Conservation per Regulation 18AAC30. Please ensure your foods comply with regulations by calling DEC at 451-2111.

Only one vendor with a particular trademark product will be accepted. Your check will be refunded if your trademark product has already been assigned to another vendor. Assignment of trademarks will be made on a first come basis. If you have questions contact Marlene @ 590-3334.

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<i>Name:</i>	<i>Company/Org.</i>
<i>Mailing Address:</i>	
<i>Phone:</i>	<i>Email:</i>
<i>Type of booth:</i> ___ <i>Craft</i> ___ <i>Trademark product*</i> ___ <i>Food**</i> ___ <i>Other</i> _____ <i>*Note: Only one vendor with a particular trademark product will be accepted. Your check will be returned if your trademark has already been assigned. **Food Vendors: You are responsible for any necessary DEC permits and fees. Please contact DEC at 451-2111 for food vendor requirements.</i>	
<i>Description of your product:</i>	
<i>Please note - While we attempt to accommodate all requests, there are no guarantees. Limited electric access-honored on a first come, first served basis. Check if you would like: ___ Wall space ___ Electricity</i> <i>View Map of Vendor Spaces: CLICK HERE TO VIEW THE MAP</i> <i>Enter Vendor Space Preferences: 1st ___ 2nd ___ 3rd ___</i>	
<i>Display height: We try to respect wishes of mall businesses by arranging vendors so they do not block their store windows. Please check one: Is your display/rack height ___ low (4 feet or less) or ___ high (4 – 8 feet)</i>	
<p style="text-align: center;">Waiver – Hold Harmless Clause</p> <i>The undersigned, as representative of self or business/organization, agrees to indemnify, defend, and hold harmless, the North Pole Chamber of Commerce, sponsors of the Holiday Bazaar, their directors and officers; the City of North Pole; the North Pole Plaza Mall (Gavora Inc.); and all respective liability insurance carriers against any and all claims/damages incurred by an act of themselves or third parties from any cost that may accrue from such loss. When insurance, licenses, or DEC permits/fees/guidelines are required, it is the sole responsibility of the vendor. If vendor is a minor, a parent or guardian must also sign.</i> <i>Signature: _____ Date: _____</i> <i>Title/position: _____</i>	

___ booth space \$40 each	___ booth space \$25 each (chamber members only)	Total: \$ _____
Paid by: ___ Check	___ VISA	___ MC
CVC code: _____		
Credit card info: (Name on Card) _____		
Card# _____ - _____ - _____ - _____	Expiration date: _____	
Cardholder Signature: _____	(Billing) zip code: _____	
<p>Please include check or c information with completed signed form and mail to: Holiday Bazaar, North Pole Chamber of Commerce, PO Box 55071, North Pole, AK 99705 OR Send via email to: marlene@northpolechamber.us Got Questions ?? Call Marlene at 590-3334</p>		