



HOLIDAY MARKET in RICHMOND, VT

Presented by the **Richmond Area Business Association** and the **Town of Richmond**
Saturday, December 4, 2010

9:00 am – 3:30 pm

Three Richmond locations: Richmond Free Library;
Richmond Congregational Church & Richmond Town Hall

PARTICIPATION APPLICATION FORM:

Complete all items below and return by **Monday, November 1, 2010**
Mail this form with \$30 (RABA Member) or \$40 (Non Member) check payable to **RABA** to:
RABA, c/o Sherry Daniels, 519 Wortheim Lane, Richmond, VT, 05477

The fee, includes a 6" or 8' table, 2 chairs, event advertising in The Times Ink, printing of flyers, Santa's fee, library cleanup, and more. If you should have to cancel, payments are non-refundable after November 10th.

GUIDELINES:

1. Set up at the Library, Congregational Church and Town Hill is on Friday, December 3rd between 5 and 8 pm only. No indoor set up will be available on the morning of the event. Please indicate your arrival time here: _____
2. Tables should be manned from 9 am – 3:30 pm.
3. Vendors should not break down tables before 3:30 pm.
4. Items for sale should be appropriate for holiday gifts. No raffle (\$) or silent auction items are permitted at this event, other than the RABA Silent Auction, which will be located in the Town Hall.

Contact name: _____
 Name to be listed in publicity: _____
 Mailing Address: _____
 Email address: _____
 Phone: _____ Cell phone: _____
 I will need a table with 2 chairs I will NOT need a table & chairs _____ Other requests?

BOOTH SPACE WILL BE IN THREE LOCATIONS:

(Please number your order of preference for booth space with a 1,2,3 and we will try our best to accommodate you). Space is on a first come, first served basis. Booth space is limited.

- _____ Richmond Free Library – 6' tables (Santa will visit the Library between 10 – 12)
 _____ Richmond Congregational Church (Food is served in the basement)
 _____ Richmond Town Hall (Silent Auction will be held in 2nd floor room)

Description of your business or organization and your product or services (use back for more space).

Please describe anything special that your business will be offering during the 2010 Holiday Market:

_____ Yes, we would like to donate to the RABA Silent Auction (to support the RABA Annual scholarship).

Please count on a donation of
: _____

Questions?

Please contact Sherry Daniels, Holiday Market Coordinator,
at 434-3979 (evenings after 6 pm) or 343-1383 (cell). Email: sdaniels2@cs.com