



## Christmas in Nazareth Festival Policies & Regulations

1. Setup: Vendors may set up their booths on **Saturday, December 14, 2024**, from **7 am–10 am**.
  - a. We kindly request that you do not set up prior to this. Sign in PRIOR to setting up your booth.
  - b. Vendors are encouraged to bring hand carts to transport products to their booth during setup and breakdown. Be advised that part of the grounds includes a short but steep hill from the road.
  - c. Volunteers will be on hand at the Moravian Historical Society Information Tent to assist with setup and breakdown.
2. Parking: There is free street parking in the surrounding neighborhoods.
  - a. After setup, vendors should park their vehicles far enough away from the festival grounds to allow parking for patrons. Doing so benefits all vendors and customers.
  - b. Handicap parking is available. Spaces must be reserved prior to the event on the application form. A handicap tag is required.
3. Booths: Booth spaces are 10' x 10'.
  - a. Booth spaces are not pre-assigned.
  - b. Vendors are not allowed to set anything up in front, behind, or beside the allocated space. Should your booth require additional space, a second booth must be purchased.
  - c. Vendors are to provide their own table and tent, chairs, and any other items needed.
  - d. No items may be attached to the buildings, trees, or anything else on the property.
  - e. Vendors must have signage clearly identifying the name of the vendor.
  - f. Vendors cannot sublet, assign, donate, or trade spaces.
  - g. Electrical access is very limited on the historic property and arrangements must be made in advance for the limited number of electrical outlets.
  - h. No generators will be allowed. This includes both gas and propane.
  - i. No sound amplification may be used unless agreed to in writing with the Moravian Historical Society not later than 14 days prior to the Festival.
4. Products: Only arts/crafts that are made by the artist only will be considered hand-made. The Moravian Historical Society reserves the right to determine if a product should be listed as hand-crafted or commercial.
  - a. Vendors shall exhibit, sell, or give away only merchandise, literature, and services specified in the application. Vendors shall not sell or give away food or beverages without prior approval.
  - b. No coupons may be given out from your booth for any business not affiliated with your booth.
5. Event Details:
  - a. **This is an outdoor event: The festival goes on rain, snow, sunshine, or wind.**
  - b. Vendors are required to have their booths open until **3:00 pm**.
  - c. Vendors are responsible for collecting and reporting their own taxes.
  - d. Vendors agree to make no claim for any reason against event coordinators for loss, theft, damage, or destruction of goods, nor for injury to themselves, employees, volunteers or visitors incurred at the event.
6. The Moravian Historical Society reserves the right to accept or decline any applications at its discretion.
7. REFUND Policy: The vendor acknowledges and agrees that the Moravian Historical Society shall not be obliged to issue refunds under any circumstances on vendor space rental. The Moravian Historical Society is not liable or responsible for delays, cancellation, or postponements of the festival or events within the festival due to inclement weather, war, government action, strikes or other matters beyond its control.