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## Alaskan Christmas Bazaar 2009, Page 1

### Personal Information:

Name:	
Name of Business (if applicable):	
Mailing Address:	
City, State:	Zip:
Phone Number:	Alternate Phone:
Email:	Fax Number:

### Product Information:

Specific type of products to be sold at the bazaar (please list all items):
Will you be selling food? If yes, please describe:
Are your products hand made?:

### Questionnaire:

1. Are there any religious items that you may be selling or advertising from your booth (including nativities, angels, New Age materials, non-profit or church group information, etc.)? If yes, please explain:
2. Will you be in any other bazaars this year? If yes, which ones?:
3. Have you participated in a previous Alaskan Christmas Bazaar? If yes, which year(s)?
4. Do you attend Anchorage City Church? If no, which church do you attend (if any)?:
5. Please list any particular services that you would like to see available to vendors or shoppers at the Alaskan Christmas Bazaar:
6. Are there any other questions or comments that you would like to make?:

### Booth Request:

*Complete this first section ONLY if applying **BEFORE** January 1, 2009*

Service	Amount	Quantity	Total
Booth Space:	\$65.00		
Electricity:	\$15.00		
Table, Chair:	\$20.00		
<b>Total Due</b>			

*Complete the following section ONLY if applying **AFTER** January 1, 2009*

Service	Amount	Quantity	Total
Booth Space:	\$75.00		
Electricity:	\$15.00		
Table, Chair:	\$20.00		
-			



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### **Purpose:**

The Alaskan Christmas Bazaar was established in 2003 as a fundraiser for missions at Anchorage City Church and continues today toward that goal. In addition, the Alaskan Christmas Bazaar seeks to be a city-wide event that brings excellence, hospitality, and joy to the arts community during the Christmas and holiday season.

### **Bazaar Details:**

*Move In:* Friday, November 6 from 1 pm - 5 pm. Saturday, November 7 from 7:30 am - 9 am.  
*Show Hours:* Saturday, November 7 from 9 am - 4 pm  
*Move Out:* Saturday, November 7 from 4 pm - 6 pm (all booths must be completely removed by 6 pm)  
*Location:* Anchorage City Church, 1301 West 100th Avenue, Anchorage, AK 99515

### **Contact Information:**

*Website:* [www.AlaskanChristmas.com](http://www.AlaskanChristmas.com)  
*Email:* [holiday@AlaskanChristmas.com](mailto:holiday@AlaskanChristmas.com)  
*Phone:* 907.344.2141  
*Fax:* 907.344.6960

### **Advertisement:**

By participating in the Alaskan Christmas Bazaar, vendors give permission for photographs, video and other advertising related matters to Anchorage City Church and its affiliates. Vendors are given the opportunity for additional advertising by submitting photographs of their craft to bazaar officials. Photographs will become the property of Anchorage City Church and will not be returned.

### **Booth Information:**

Bazaar booths are located in the Anchorage City Church foyer, auditorium, upstairs prayer room, top of the stairs and in several classrooms. Booth sizes are approximately 80 square feet (roughly 8' x 10'), although booths in the foyer and upstairs prayer room are pie-shaped and slightly smaller with more narrow entrances to each booth. Classroom booths are slightly larger than 80 square feet. As a reminder to vendors with booth upstairs, City Church does not have an elevator, so please plan for set-up and take-down accordingly. No vendor can sell items that bazaar officials determine to be offensive or controversial. No vendor can sell any food or drink without prior approval from bazaar officials, as these items will be sold in the food court. Any vendor selling such items will be asked to immediately cease sales and may not be invited back the following years. Each booth is one empty space, but a 5' table with a chair can be provided for an additional cost. Electricity is not included in the booth fee but may be provided for an additional cost (please note: not all booths are able to be wired with electricity, so this must be requested upon initial reservation). Table rentals and electricity, as well as additional special accommodations, must be requested no later than 2 weeks prior to the bazaar date (pending availability). No vendor can take down their booth space before 4 pm on the day of the bazaar, as this can disturb both vendors and shoppers. Live and recorded music will be played throughout the duration of set-up and bazaar hours; vendors are not permitted to have sound in their booths unless prior authorization from bazaar officials is given. Each vendor is required by the fire marshall to have a fire extinguisher in their booth; inspections will take place approximately 30 minutes before the show opening. Failure to follow these rules and all rules as outlined may result in penalties and may not allow the vendor to return to future Alaskan Christmas Bazaars.



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**Hold Harmless Agreement:**

Vendors understand and acknowledge that Anchorage City Church, its staff, volunteers and affiliates are in no way responsible for damage to property, bodily injury, or theft of merchandise. Vendors are encouraged to not leave merchandise unattended or left over-night after the Friday set-up. Vendors understand that there is no staff or security left to supervise the safety of displays or products on the Friday after the set-up.

**Subletting / Booth Sharing:**

Vendors are allowed to share booth space with other crafters. All crafters must inform the bazaar officials of the products they are going to sell and must abide by all the rules outlined in the application. The Alaskan Christmas Bazaar does not facilitate booth sharing; vendors are encouraged to find others to share their space with on their own, if they wish to share a booth.

*I have read the information provided in this application and I agree to the terms and conditions.*

**Signature of Vendor:** \_\_\_\_\_

**Printed Name of Vendor:** \_\_\_\_\_

**Business Name of Vendor:** \_\_\_\_\_

**Date of Application:** \_\_\_\_\_

*Please submit this application as well as all fees to:*

Alaskan Christmas Bazaar  
c/o Anchorage City Church  
1301 West 100th Avenue  
Anchorage, Alaska 99515

*Please make all checks payable to:*

Anchorage City Church