

CHRISTMAS IN WINDSOR 2012
AT THE WINDSOR COMMUNITY RECREATION CENTER

www.christmasinwindsor.com

info@ChristmasInWindsor.com

Phone Number: 877-270-5139

Windsor Community Recreation Center * 250 N. 11th St * Windsor, Colorado
(THE RECREATION CENTER IS DIRECTLY WEST OF WINDSOR HIGH SCHOOL)

Saturday, November 17, 2012 - 9:00 a.m. to 5:00 p.m.

Sunday, November 18, 2012 - 10:00 a.m. to 4:00 p.m.

Standard Booth: \$110.00

Corner Booth: \$130.00

ORGANIZED AND MANAGED
BY
QUALITY CRAFTERS AND WINDSOR OPTIMIST CLUB

**DO NOT CALL THE RECREATION CENTER OR THE WINDSOR CHAMBER OF
COMMERCE WITH QUESTION. THIS EVENT IS SPONSORED BY QUALITY
CRAFTERS IN COOPERATION WITH THE WINDSOR OPTIMISTS CLUB**

VENDORS FEES AND ADMITTANCE FEES FROM THIS CRAFT SHOW GO BACK INTO THE COMMUNITY IN THE FORM OF GIFTS, SCHOLARSHIPS, AND PROGRAMS AS DESIGNATED BY QUALITY CRAFTERS AND THE WINDSOR OPTIMIST CLUB.

The 2011 show marked the formal extension of Christmas in Windsor to include other businesses in Windsor. The 2012 show will continue focusing on truly becoming a Christmas In WINDSOR. The Windsor Community Recreation Center hosts the Christmas in Windsor craft show and is dedicated to the event for this weekend. This is a large building which will allow for great displays, wide aisles and convenient traffic flow. The gymnasium, hallway, lobby, second floor, Maple Room, Oak Room, Lounge, Fitness Room, and the Evergreen Room have been rented and the location is handicap accessible. The Windsor Recreation center has been widely used for many fairs and expos which have attracted large crowds in the past few years. It is conveniently located just west of the Windsor High School. There is also a large parking lot for the recreation center and more parking just across the street at the high school. Register early so you won't miss this show!

Help us make this an even more popular event. Invite your friends to visit "Christmas In Windsor" on Facebook. Get the word out about this special weekend in Windsor.

RULES AND REGULATIONS – PLEASE READ!

Christmas in Windsor is a two-day craft show over a Saturday and Sunday. As vendors are scheduled on a first come first serve basis, it is imperative that you send your application and money immediately. Space will generally be reserved in the order money and applications are received. However, submission of an application and an application fee does not guarantee a space in the show, nor does it give rise to any contractual rights for the applicant whatsoever. We are striving for a well balanced craft show. We reserve the right to refuse vendors for any reason. Set-up time on

Saturday is from 6:00 a.m. to 8:45 a.m. There will be no early setups. If any table is not set-up by 8:50 a.m. on Saturday, we will assume the vendor is not coming, and those vendors on either side of the vacant space are invited to fill-in with their merchandise at no additional expense to those vendors. If you take your display down on Saturday, set-up time on Sunday will be from 9:00 a.m. to 9:45 a.m. The show closes at 4:00 p.m. on Sunday. All vendors are to stay for the complete show. If this creates a hardship for you, please do not register for this show. Cleanup is the responsibility of each vendor after closing on Sunday. All vendors must complete cleanup and vacate the building by 5:30 p.m. on Sunday. If you have not completed your cleanup by that time, you will incur additional charges and will not be invited to participate in the show next year.

Items are limited to handcrafted items or homemade food made by the vendor only. If this is not in compliance, the vendor will be asked to leave and no refund will be given. Please do not sell any item that can be harmful to other vendors, such as water yo-yos, stress balls, etc. The sponsors have the right to pull any item that they think is not fit to sell at the show. Also, if you choose to bring children, they must remain supervised for the duration of the show.

Spaces in the Gym, Evergreen Room, and Fitness Room are 10' x 8'. Other spaces may not be exactly 10' X 8' but will be at least 80 sq ft in size. Electrical outlets are limited and available on request. No tables, chairs or tarps are furnished. Please use padding on the legs of tables, chairs and other display equipment to prevent scratching of the gym floors. The recreation center is a nonsmoking facility. If you do not comply with the rules, you may be asked to leave with no refund. PLEASE PARK AWAY FROM THE BUILDING WHILE THE SHOW IS IN PROGRESS!

The managers of the show will collect both city and state sales tax from all vendors beginning two hours prior to the end of the show. All vendors must bring their tax receipts to the collection table before vacating the building. A tax form will be provided as part of the documents given to each vendor at the start of the show. See our [web site](#) for a brief FAQ on sales taxes.

NOTWITHSTANDING ANYTHING TO THE CONTRARY—WHETHER CONTAINED HEREIN OR COMMUNICATED ELSEWHERE—PLEASE NOTE THAT EACH VENDOR EXHIBITS AT HIS OR HER OWN RISK AND SHOULD CARRY APPROPRIATE INSURANCE. QUALITY CRAFTERS, WINDSOR OPTIMIST CLUB, TOWN OF WINDSOR, THEIR AGENTS AND THEIR REPRESENTATIVES MAKE NO WARRANTIES OR REPRESENTATIONS WHATSOEVER CONCERNING THE ADEQUACY OR SUITABILITY OF THE FACILITIES, SECURITY, OR ANY CONDITIONS OF THE SHOW.

Please use the website or our address for any communications.

Quality Crafters and the Windsor Optimist Club, or the Town of Windsor, are not responsible for any injuries; lost, stolen or damaged items. Once accepted to the show, there will be no refunds for any reason.

Questions? Write to Quality Crafters, PO Box 565, Windsor Colorado 80550 or log on to our website (www.christmasinwindsor.com) for our email address.

PLEASE KEEP THE UPPER PORTION OF RULES AND REGULATIONS FOR REFERENCE, COMPLETE THE LOWER APPLICATION, SEND BACK THE FORM & MONEY TO

**QUALITY CRAFTERS
PO BOX 565
WINDSOR, COLORADO 80550**

**Complete the Application and send this entire page to
Quality Crafters * PO Box 565 * Windsor, Colorado 80550.**

APPLICATION & WAIVER - CHRISTMAS IN WINDSOR 2012		
<i>Please Print Legibly</i>		
Name:	Address:	
City:	State:	Zip:
Home Phone:	Business Phone:	
Email Address:		
Description of Craft:	Number of Spaces:	
Total Cost: \$ <i>Make Checks Payable to Quality Crafters</i>	No Special Event License is Required	
I understand all the rules and regulations and I understand there will be no refunds. I release, Windsor Optimist Club, Town of Windsor, Quality Crafters, their agents and their representatives of all responsibility and liability whatsoever, existing now or in the future, related in any fashion to the Christmas in Windsor Event.		
Signature:	Date:	

Send completed application to Quality Crafters * PO Box 565 * Windsor, Colorado 80550

<u>Additional Information (Optional)</u>
While we will attempt to grant the requests in this section, for a number of reasons we can not guarantee these requests. Acceptance to the show does not mean you received the space or room you requested. AS OF 1/23/2012, ALL CORNER SPACES IN GYM ARE GONE. We will try to put you in the room you want and give you the best booth available. The following information is optional:
Desired Booth (verify on the room layouts): _____ <u>Desired Room:</u> _____
<input type="checkbox"/> Need Electricity (will limit available booths)
Special Need:

<u>For Use By Show Manger Only</u>
Date Received: _____ Order Received: _____ Booth Assigned: _____
Special Notes: