



VENDOR INFORMATION & AGREEMENT FORMS
LANDFALL FOUNDATION 2024 HOLIDAY MARKETPLACE

Country Club of Landfall, 800 Sun Runner Place, Wilmington, N.C.
Monday, December 9, 2024 3:30 pm – 7:00 p.m.

Please print clearly:

VENDOR NAME (as you would like to be listed for the event): _____

TYPE OF PRODUCT(S): _____

(Please provide photos of the products you will be bringing with your application or submit them via email: marketplace@landfallfoundation.org)

CONTACT PERSON NAME: _____

Phone #: _____

Email: _____

Address: _____

City, State and Zip: _____

Vendor Website: _____

Will you need an electrical outlet: _____

Number of Tables and size:

_____ \$125 – 8' x 3' table

_____ \$100 – 6' x 3' table

This payment is for a table or space of 8' x 3' or 6' x 3' only. If you need additional space for racks and/or displays, you will need to purchase more space. There will be approximately 3' behind each table. This is to ensure we can accurately place all vendors. If a vendor brings merchandise, displays, tables, or racks that exceed this space without obtaining prior approval we reserve the right to ask you to remove any items that exceed this space prior to the start of the show. Please plan accordingly.

AGREEMENT

The Landfall Foundation Holiday Marketplace will be held in the Nicklaus Clubhouse at the Country Club of Landfall, 800 Sun Runner Place, Wilmington, N.C. The Vendor shall secure a table(s) by filling out both the Vendor Information and Agreement Forms and submitting it to the address below along with your payment in full. The Committee will have sole discretion in the assignment of booth tables and space. **Twenty percent (20%) of your total sales (payable by cash or check) will be collected at the end of the night.** That amount will go towards supporting the on-going mission and objectives of The Landfall Foundation. ***Any displays/racks will need to be approved by the committee prior to the event.*** Vendors will set up on Monday, December 9th between the hours of 9:30 a.m. - 2:00 p.m. The take-down is immediately after the event.

Vendors are responsible for any damage to, or loss of, merchandise while in transit to or from and/or while on display. Vendors will have an attendant on duty at all times during the above Open Hours. **Vendors will remain open (and on site) for all hours of Marketplace.** Vendors will be responsible for all fees, taxes, or other charges relating to your exhibit and all storage or merchandise on the premises and general care of the space assigned to the vendor. Please mail your completed and signed Vendor Information Form and Agreement Form, **along with a check made payable to Landfall Foundation to:**

**Jane Pierson
1521 Radian Road
Wilmington, N.C. 28405**

Signed: _____

Date: _____

Questions?? Please email Jane Pierson and Melany Hansen at marketplace@landfallfoundation.org.