



Kris Kringle Market

2021 Vendor Application

The Holidays in the Heights Committee is seeking the highest quality vendors to participate in the 2021 Kris Kringle Market. The market will be held Friday, December 3 from 5:00 PM to 9:00 PM and December 4 from 1:00 PM to 7:00 PM in the Palos Heights Municipal parking lot located at 12217 S. Harlem Avenue.

The market is held inside a large, heated tent where visitors will find a variety of vendors for all their holiday gift giving needs, along with a children's activity area, food vendors, and entertainment. The market wouldn't be complete without a visit with Santa!

The Kris Kringle Market committee is currently accepting vendor applications from those who sell specialty/gift items like jewelry, apparel, candles, home and holiday décor, children's gifts and more. This is a juried event and vendors with original and handmade items will be given preference. The committee reserves the right to not accept applications for crafters/vendors that do not fit the purpose of the market. Estimated attendance in 2019 was over 3,000 visitors throughout the weekend.

Interested vendors must submit the completed application along with 1 to 3 images of their work. Photos should include several examples of products. Applications are due by September 15, 2021. Submit application and payment by August 15, 2021 for a \$20 discount on your booth fee. **Return completed application and photos to:**

City of Palos Heights
Attn: Kris Kringle Market
7607 W. College Drive
Palos Heights, IL 60463.

Please read through the application in its entirety before returning.

For more information, please contact Stacy Schuble at sschuble@palosheights.org or 708-480-3024.

All vendor applicants will be notified of status by September 22, 2021. **All fees must be paid no later than September 30, 2021.** Checks should be made payable to the Palos Area Chamber of Commerce.

2021 Holidays in the Heights Kris Kringle Market Vendor Application

The 2021 Kris Kringle Market will be held at the Palos Heights Municipal parking lot, 12217 S. Harlem Ave., on December 3, 2021 from 5:00 PM to 9:00 PM and December 4, 2021 from 1:00 PM – 7:00 PM. **Please print clearly.**

Booth space: 6' x 10' area. Includes two (2) chairs. \$125

Applications and payments received by August 15, 2021 will receive a \$20 discount towards their booth space – for a total of \$105.

Additional Options:

_____ \$15 Table rental _____ \$20 Electricity _____ \$25 Wall Space

Electricity: Limited electricity will be available. **The electricity needs for the tent, heat and lighting will receive priority.** Any vendors needing electricity may request it for an additional \$20 fee. Vendors will be responsible for providing their own 100' extension cord. No refunds will be provided for vendors who do not bring an extension cord. Cords must be labeled with vendor name. Any cords not labeled, will be removed by event staff. Vendors are strictly forbidden from moving/removing cords from electric source.

Wall space: Limited wall spaces will be made available to vendors who would like to guarantee a wall space. These limited spots can be requested for an additional \$25 fee.

Applicant Contact Name: _____

Business Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Detailed Description of Products & Price Points: _____

_____: Please initial - I have read and understand the application (including the additional information listed on page 3)

Applications are accepted on a first come, first served basis. Be advised that only one applicant will be accepted per table. The Kris Kringle Market committee reserves the right to not accept applications for vendors that do not fit the purpose of the market. Once your application has been reviewed and accepted, you will be required to pay any fee balance within 14 days of notification. **Please make checks payable to the Palos Area Chamber of Commerce.** All fees must be paid no later than September 30, 2021.

2021 Holidays in the Heights Kris Kringle Market Additional Information

Market Dates & Times:

December 3, 2021 5:00 PM-9:00 PM

December 4, 2021 1:00 PM-7:00 PM

Vendor load-in begins at 2:00 PM on December 3. Breakdown will begin at 7:00 PM on December 4. Mandatory participation is required for both days of the event. Any vendor that does not show for a scheduled market day or who begins to breakdown early, will not be invited back.

Juried Event:

This is a juried event and vendors with original, holiday-themed, and handmade items will be given preference. The committee reserves the right to not accept applications for vendors that do not fit the purpose of the market. Vendors may only display approved products at the market.

Refunds:

The 2021 Kris Kringle Market is a rain/shine/snow event. The event committee will be monitoring the Covid-19 guidelines issued by local, state and federal authorities. In the event the market committee feels it is necessary to cancel the holiday market prior to November 26, a 50 percent refund will be issued.

Refunds will NOT be given for any other reason.

Booth Display/Space:

Merchandise and displays must remain within the designated vendor space and must remain out of designated walkways and must not block heating vents or fans. The Fire Marshall will inspect the venue and will ask any vendors in violation to move or remove the items. Event staff will monitor space during event to ensure aisles are clear and heating elements are not blocked. Vendors are responsible for their own tables (unless renting) and must supply their own table covering.

Weather:

Market is considered an outdoor event. Vendors will be located inside heated tents. Vendors should prepare for any expected weather. Please dress accordingly. Rain water may flow over parking surface inside tents. Storage of items in plastic bins is encouraged. Refunds will not be issued due to cold temperatures.

Additional Guidelines:

Vendors will be responsible for their own sale and exchange of money, including credit card transactions.

Wi-Fi service will not be available.

Applications are due by September 15, 2021 and fee of \$125 (plus any additional fees) is due by September 30, 2021. Applications and payment must be received by August 15, 2021 to receive the \$20 booth space discount. Please see above information and application for any additional fees.

Service animals only allowed inside the tent.