



Edmonds-Woodway High School
Music Boosters
P.O. Box 6215
Edmonds, WA 98026

VENDOR AGREEMENT FOR THE 2025 HOLIDAY CRAFT FAIR

Presented by the Edmonds-Woodway High School (EWHS) Music Boosters

Event Name: Holiday Craft Fair

Date & Time: December 7, 2025, 10am-3pm

Location: Edmonds-Woodway High School Great Hall, 7600 212th St. S.W., Edmonds, WA 98026

1. 💰 Fees & Payment

- Booth Fee: \$70 for 1 table or \$120 for 2 tables
- Registration is confirmed once your registration form is completed and payment is received.
- Payment may be made online through the link on the registration form or by mailing a check to:

MAKE CHECK PAYABLE TO: EWHS Music Boosters

MAIL TO: EWHS Music Boosters
Attention: 2025 Holiday Craft Fair
PO Box 6215
Edmonds, WA 98026

3. 🚫 Cancellation Policy

Cancelled reservations will be refunded according to the following schedule:

- **14 days or more prior** to the event - full refund less a \$5 administrative fee.
- **13 to 7 days** prior to the event - 50% refund less \$5 administrative fee.
- **Less than 7 days** prior - **non-refundable**.
- If the event is canceled due to unforeseen circumstances (e.g., weather, venue issues), vendors will receive a **full refund** or may opt to apply the fee as a donation to the EWHS Music Boosters.

4. 📋 Booth Setup & Requirements

- Table assignments and special requests are based on availability on the date both the application and payment are received
- EWS Music Boosters will provide one (1) or two (2) 6-foot tables as requested in the registration form, and two (2) chairs.
- Vendors must provide their own table covers and displays.
- Setup begins at 8:00am on Sunday, December 7; all booths must be ready by 10:00am.
- Volunteer help is available to assist you with unloading from your vehicle in the morning, and also available in the afternoon if needed.
- Vendors must keep their tables open until closing at 3:00pm.
- EWS Music Boosters are not responsible for broken or stolen items.
- EWS Music Boosters are not responsible for providing wireless internet access.

5. Code of Conduct

All vendors agree to:

- Treat attendees, fellow vendors, and organizers with respect and professionalism.
- Sell only handmade or approved items; no resale of mass-produced goods unless pre-approved.
- Keep booth areas clean and safe.
- Refrain from offensive language, discriminatory behavior, or disruptive conduct.
- Comply with all local laws and regulations, including tax collection if applicable.

Violations may result in removal from the event without refund.