Craft Fair Vendor Application
Saturday, December 5th, 2026 from 1:30 – 5:30

Swallow Union School Gymnasium, 522 Main Street, Dunstable, MA 01827

Business Name: _____

Craft Description: _____

Contact Name: _____

Address: _____

Email Address: _____

Phone Number: _____

Space Information

Each exhibitor will be assigned a 6-foot-deep by 10-foot-wide space. A single table can be provided for an additional fee on a first-come, first-served basis as we do not have access to many tables in this facility. If you need more than one table, you will need to bring your own or wait to see if additional tables are available the day before the fair. No chairs will be provided so please bring your own. Each vendor will be able to set up their space as they wish, but must fit all tables, chairs, and other displays within the assigned 6' x 10' space as there will be minimal gaps between neighboring spaces. The venue will open at 12:00 PM to allow for up to 1.5 hours of space set-up prior to the fair opening for shoppers. Please do not arrive before 12:00. Electricity will be available only in select spaces, so please indicate on this form if you will need electricity for your booth. Please no tents as we will be indoors, but you may bring your own wall dividers if desired to have clear definition from your neighbors. A single space cannot be shared by two different vendors. If you would like more than one space, you will need to pay for both spaces separately.

Payment Information

The fee to reserve a space is $35. This fee does not include a table. There is an additional $5 fee if you need a table to be provided. To reserve your space, please return both this completed and signed application with your $35 space fee (or $40 with table). Your space will not be reserved until both the application and the upfront fee have been received. The fee can be paid by cash or check (made out to "Jon Hughes") and mailed to 1 Trask Way, Dunstable, MA 01827. The fee can also be paid by CashApp ($jonhughes123) or Venmo (@Jon-Hughes-51) and the application can be mailed to the prior mailing address or emailed to journeyjinglefest@gmail.com.

Dunstable's Journey and Jinglefest

Accepted Vendor Information

We do not accept vendors of multi-level marketing organizations. All products must be made by vendors themselves. We also will accept up to, but no more than, two vendors selling the same product. If there are two vendors selling the same product, we will ensure that the vendors will be sufficiently separated on opposite sides of the venue.

Refund/Cancellation Policy

While we understand that emergencies arise, we do have the following refund and cancellation policy. Should you need to back out of the fair for any reason, please email us at journeyjinglefest@gmail.com as soon as possible. If you provide a minimum of a week's notice, your $35 space fee will be refunded to you. If you need to cancel within one week (between November 28th and December 5th), your $35 fee will not be refunded. Should you come down with an illness (or another unforeseeable emergency), please do not attend. Instead, please reach out as soon as you are able, and we can discuss options based on your individual circumstance. If we cancel the event for any reason, your fee will be refunded.

Taxes and Licenses

Vendors shall be responsible for obtaining any licenses, permits, and/or approvals required under local, state, or federal law applicable to their activity at the event, and tax identification numbers and paying all taxes, fees, or other charges due to any government authority.

Liability Waiver

The vendor hereby agrees to indemnify, defend, protect, and hold harmless both Jinglefest and the facility from any and all claims, liability, loss, damage, attorney fees, and expenses of any nature which may arise out of a failure of actions of the vendor or any of its representatives, including but not limited to loss of property or injury of persons. The vendor agrees to make no claim for any reason whatsoever against Jinglefest or their representatives, or the owner of the premises or their representatives.

Important Dates & Times to Remember

11/27/26	Last day to cancel and still receive a refund	
12/5/26	12:00-1:30 pm	Vendor Space Set-up (1.5 Hours)
	1:30-5:30 pm	Fair open to shoppers (4 Hours)
	5:30-7:00 pm	Vendor breakdown and cleanup (1.5 Hours)

This application is for exhibitor space at the Dunstable's Jinglefest Craft Fair and will become a contract between Dunstable's Jinglefest Committee and the undersigned business vendor, upon acceptance by the Committee. I have read and agree to the terms and conditions on both pages of this contract. All questions can be directed to Kelsey at journeyjinglefest@gmail.com.

Signature: _____ Date: _____