



Charlotte Christmas Village at Light the Knights 2022 Vendor Application

Please read this application, the Vendor Rules and Guidelines, and the Vendor Release before submitting an application

Company Name: _____

Applicant Name: _____

Booth Name (for provided signage): _____

Mailing Address: _____

City _____ State _____ Zip _____

Phone: _____ Cell: _____

Email: _____

Website _____

Instagram _____ Facebook _____

North Carolina Dept. of Revenue Acct: _____

Application does not ensure acceptance. Vendor applications will be considered based on the timing of your application, the description of products and photographs of items intended to be sold, and prior attendance as a vendor. We do not grant exclusives in any categories, however, we are careful about managing competition and repetition, therefore you may be asked to modify your offerings. If you sell items other than those specified, you may be asked to remove them from your display.

Please describe, in general, the merchandise, and specifically, the products you intend to sell. Use a separate page, if needed, for specifics. Please include a website, if possible, that shows your products, OR, 3-5 color photographs, including one of an overall booth set-up, with this application. You may email them to info@cltchristmasvillage.com

Vendors are encouraged to furnish and decorate your tent enhance the appeal of the village. Expectations are higher than for a weekend event. Based on experience, sales success results from a combination of the product offered, the presentation of the product, and the pricing of the product. Active selling is necessary to maximize success.

My signature below is a confirmation that I have read this application, all CCV Exhibitor and Vendor Rules, and the CCV Vendor Release and will abide by them.

Signature of Exhibitor _____ Date _____



Charlotte Christmas Village at Light the Knights 2022 Vendor Application

Please read this application, the Vendor Rules and Guidelines, and the Vendor Release before submitting an application

Vendor Accommodations

Vendors will be provided rented vinyl tents to occupy for the duration of the village.

Space is available as a Single 10 ft. x 10 ft. OR Double 10 ft. x 20 ft. Walls are 8 feet tall.

- Tents are approved by the Charlotte Mecklenburg Fire Department and weighted per requirements.
- Each 10x10 tent will share one 20 amp circuit with another tent. Additional power may be purchased.
- Each vendor will be provided with a standardized sign outside, and power strip and 3 clamp lights with LED bulbs. Additional LED lighting is encouraged.
- Every tent will have garland and lights across the front of the tent. We request that you add additional Christmas Décor inside.
- Nightly security. Booths remain set up the run of the event.
- Janitorial service daily; Trash removal nightly

To Apply:

- Submit the both pages of this application along with a signed release and a deposit of \$200 (Deposit checks will be cashed upon acceptance) You may print, fill out and mail the pdf fillable forms, or scan and email forms and attachments to info@cltchristmasvillage.com
- Prior vendors may send check with applications or indicate invoice preference
- New vendors will be notified of acceptance
- Insurance as specified in the guidelines is required after acceptance
- Make checks payable to MARTIN MADISON LLC
- Counter checks not accepted.
- Returned checks or declined cards may disqualify an applicant.
- Our mailing address is: Charlotte Christmas Village
8022 Providence Road, 500-125
Charlotte, NC 28277
704-941-9507

Invoices (minus deposit) will be submitted based on choices indicated below. Missed deadlines will forfeit discounts.

Payment received by Friday July 1, 2022 - 15% Discount (paid via electronic invoice or postmarked)

Single: \$1,912.50 Double: \$3,442.50

Payment due Wednesday Sept. 7, 2022 (paid via electronic invoice or postmarked)

Single: \$2,250 Double: \$4050.00

Payment Sept 1 to Friday October 14, 2022 (paid via electronic invoice or postmarked)

Single: \$2,588 Double: \$4657.50

Installment Payment Plan: Available on Single Units only. Requires Credit/Debit Card on File by Nov. October 18, 2022

Single:

4 payments of \$750 (\$3000 total) **billed each Saturday of schedule:**
11/26; 12/3; 12/10; 12/17

Each tent is provided with power via an extension cord sharing a 20 amp circuit with another 10x10 tent.

***Additional Power:**

20 amp circuit: \$200 – required for space heater

Exhibiting Corporate Sponsors – please contact our office for exhibitor information and fees.