

# Seeking Vendors for the 6<sup>th</sup> Annual Crystal Chords Holiday Craft & Vendor Fair



Crystal Chords is a women's a cappella chorus. We are non-profit and rely on fundraisers to pay for music, learning tracks, coaching and costumes. The vendor fair allows you and Crystal Chords to benefit.

Date: Saturday, November 18, 2023 from 10AM – 3PM

Location of Horseheads American Legion offers great benefits:

- Easy access – no stairs to climb
- Huge parking lot
- 70 vendor spaces available
- Arrangements can be made to get 2 adjoining spots, etc.
- Electricity available around the walls
- Tables and chairs will be provided for your space (if you need)
- Legion will be selling lunches and will have a seating area
- Legion will post the event on their outdoor sign
- Doors will open at 8AM to allow for setup

Please complete the attached application and return it no later than October 1st to secure your spot.

# CRYSTAL CHORDS 6<sup>th</sup> ANNUAL HOLIDAY CRAFT & VENDOR FAIR APPLICATION



**Date:** Saturday, November 18, 2023 from 10AM – 3PM. *Doors open at 8AM for vendor setup.*

**Location:** Horseheads American Legion, 71 Old Ithaca Rd., Horseheads, NY 14845

**Cost:** The non-refundable payment for each space is \$25.00. + \$10 for electricity per space.

**Application and check payable to Crystal Chords** must be received by **October 1, 2023** to secure space.

**Address** (to remit application and payment): Anne McGee, 1863 Turner Rd., Elmira, NY 14905

**Questions?:** Call 607-737-0696 or email [annemcgee@stny.rr.com](mailto:annemcgee@stny.rr.com)

**IMPORTANT!** We DO NOT have a Paypal account! Please do not pay any funds to Paypal.

## Vendor Information – Please print clearly.

Vendor (Personal) Name: \_\_\_\_\_

Product/Business Name: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ Home Phone #: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Product(s) Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you need access to electricity (limited spaces)? Y or N (additional \$10 fee if needed)

Do you need a table and chairs? Y or N

Need a receipt? Y or N If yes, it will be available at the cashier table on the day of the show

Amount Enclosed \$ \_\_\_\_\_ For \_\_\_\_\_ Spaces Check # \_\_\_\_\_

Vendor Signature \_\_\_\_\_ Printed Name \_\_\_\_\_



INFORMATION FOR ALL VENDORS ATTENDING THE 6<sup>th</sup>  
ANNUAL CRYSTAL CHORDS HOLIDAY CRAFT & VENDOR FAIR

PLEASE READ AND KEEP FOR REFERENCE



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Checks should be made out to Crystal Chords. DO NOT PAY PAYPAL. Mail checks to  
Anne McGee at 1863 Turner Road, Elmira, NY 14905

**Space Size:** Approx. 8 ft frontage by approx. 6 ft depth

**Application Deadline:** No applications accepted after October 11, 2023

**Space Info:**

- a. If requested on application, our 8' x 30" tables and 2 chairs will be set up in each space prior to 8AM on morning of fair.
- b. Vendors' clothing racks, display racks, shelves, etc. are welcome to be used, but only within the confines of your purchased space.

**Additional Requirement:** Provide an item or basket for the raffle.

**Other Info:**

- a. Food / drinks will be available for purchase from the Legion.
- b. Raffle tickets will be sold at the door.
- c. There will be no admission charge.

**Questions?:** Call 607-737-0696 or email [annemcgee@stny.rr.com](mailto:annemcgee@stny.rr.com)

