Wildwood Craft Fair Registration

Saturday, October 25, 2025 • 10:00 a.m. to 4:00 p.m. • Wildwood Pool

Vendor Information (*Please Print CLEARLY)*

Your Name: _____

Business Name: _____

Type of Business: _____

Address: _____
Street Address

_____
City State Zip Code

Cell Phone: (_____) _____

Email: _____

Space Reservation *(check only one box)*

Vendors will need to supply their own tents, tables, and power supply if needed.

- ❑ Single 10'x10' Space: $45
- ❑ Double 10' x 20' Space: $80
- ❑ Kids (16 and under) 10' x 10' Space: $15

TOTAL AMOUNT ENCLOSED $_____

Please note: We cannot reserve booth space without registration and payment returned and is first come first serve if you request a space location. Otherwise, all booth spaces will be assigned and given to the vendors prior to the event date. You will receive a receipt via email once this form and payment are both received.

Set-Up and Tear Down

Set-up time begins at **8:00 a.m.** on Sat., October 25, 2025. Booth locations will be clearly marked. Booths should be set up and ready for craft fair attendees by 10:00 a.m. and tear down starts at 4 p.m..
*****No one will be allowed to drive their vehicle on the event lot at anytime.*****

Craft Fair Vendor Cancellation and Back-Out Policy

We strive to create a positive experience for both vendors and attendees. Please read and familiarize yourself with the following cancellation and back-out policy to ensure smooth communication and fair treatment for all parties.

1. Registration and Payment

All booth reservations are confirmed once full payment has been received. Booths will not be held without payment.

2. Cancellation by Vendor

30 Days or More Before the Event: Vendors who cancel their participation at least 30 days prior to the event date will receive a 50% refund of their booth fee. Less Than 30 Days Before the Event: Cancellations made less than 30 days before the event will not be eligible for a refund. This is because booth spaces are final and we rely on vendor participation to prepare accordingly.

3. No-Show or Last-Minute Back-Out

If a vendor backs out or does not show up on the day of the event without prior written notice, they will forfeit their booth fee, and they may be ineligible for future participation in upcoming craft fairs hosted by us.

4. Emergency Situations

In the event of an emergency or unforeseen circumstances, please contact us as soon as possible. We will try our best to accommodate, but cancellations within 72 hours of the event will not be eligible for a refund.

5. Event Cancellation by Organizer

If the craft fair is canceled due to unforeseen circumstances (e.g., severe weather, safety concerns, or other reasons beyond our control), all vendors will receive a full refund of their booth fee. We will provide notice as early as possible if such a situation arises.

6. Transfer of Booth

Booths cannot be transferred to another vendor without prior approval from the event organizers. If you find that you cannot attend, please let us know, and we will work with you to accommodate the transfer if possible.

7. Late Arrival or Early Departure

Vendors must remain for the duration of the event. Early departures or late arrivals disrupt the fair and the experience for attendees. Please arrive on time and stay until the event concludes unless discussed and approved in advance.

Damage, Loss, Injury

We do our best to ensure events are safe. WARA will not be responsible for damage or injury to attendees and guests, or loss or damage to property.

Appearance Release

Attendees of events understand they may be included in photos or videos of the event by WARA. If you do not wish to be included in photos or videos you must inform us in advance of the event. WARA is not responsible for photos or videos posted by guests of the event.

Acceptance of Terms and Policies

Purchase of a registration for the WARA event implies acceptance of these terms and policies by the attendee and any attendees they purchase on behalf of.

Please sign below and send this form along with your payment if paying by cash/check to:

WARA (Wildwood Area Recreation Association) and mail to:
Marnie Whitten, Wildwood Craft Fair Coordinator
322 Catalpa Road
Lynchburg, VA 24502

You can pay online at wildwoodpoolva.com and email the PDF to wildwoodcraftfair@gmail.com.

❑ I have read and agree to the terms and rules governing the Wildwood Fall Craft Fair.

Signature:_____ Date: _____

Print Name:_____