



**APPLICATION FOR MARKET SPACE RENTAL**  
**Saint Paul Christkindlesmarkt 2022**  
**Friday, December 9, 4pm-8pm**  
**Saturday, December 10, 11am-7pm**

Please PRINT clearly

**1. Booth/Company Name\* (Name that appears on Market brochure map)**

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**2. Name of Contact\* (Responsible party)**

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**3. Full physical address\***

Street: \_\_\_\_\_

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City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

**4. Mobile number\***

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**5. Email address\***

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**6. Number of 12x12 booth spaces\* (mark only one)**

1    2    3

**7. Check all boxes that apply to what you are selling:\***

- Handcrafts
- Specialty food or drink
- Pottery or ceramics
- Paperware
- Christmas tree decorations
- Artwork
- Specialty food or drink
- Knitted/hand sewn items
- Jewelry
- Christmas decorations
- Wooden toys or miniatures
- Metalworks
- Wreaths or greenery
- Leather goods
- Glassworks
- Other: \_\_\_\_\_

Please include several photos of your wares. An optional description can further help us market your product:

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**Date and time of setup\***

- December 8th, 3pm – 7pm
- December 9th, 8am – 3pm

**8. PAYMENT** (cost per booth; each booth contains *one* 110 electrical outlet, **if your needs exceed this amount, you are required to provide your own generator**)

- EARLY BIRD: \$75 due by October 28,2022: <https://square.link/u/eIKXFW5n>
- STANDARD: \$100 due by November 28,2022: <https://square.link/u/nELP2clC>
- LATE: \$125 due by December 8,2022: <https://square.link/u/v40TZk4K>

**Payment due at time of application via check or online using the appropriate link above.**

**Please make checks payable to:**

Saint Paul Lutheran High School  
MEMO: Christmas Market Vendor reservation/payment

**Mail check to:**

Saint Paul Lutheran High School  
SPLHS Christkindlesmarkt  
205 S. Main Street  
PO Box 719  
Concordia, MO 64020

**9. BOOTH REQUIREMENTS:**

- Vendor must sell their wares in some kind of wooden structure, hut, or tables with covered pavilions (see pictures at the end of the document).
- Vendor must fully decorate their stall or stand with LED lights, decorations, and green garlands (See pictures for suggestions)
- Vendor will provide their own extension cords or generator
- Vendor will supply their own lighting or lamps for the stand
- Vendor will supply their own trash can and dispose of their own wrappings, packaging or storage from sales items

**10. MARKET REGULATIONS:**

- No offensive language or vulgar items on clothing or for display or sale
- No smoking or vaping or any kind
- No weapons
- No political organizations or promotional causes
- Vendors are solely responsible for loading/unloading and setup of their items
- **Vendors MUST be completely set up and vehicles removed from the Quad by 3pm Friday, 9 December.**
- Vendors may supply 1oz alcoholic samples and may sell only sealed alcoholic products
- Vendors are responsible for their own licenses for any kind of sales

**11. SAFETY REQUIREMENTS:**

- 30lb weight/sandbag for each leg of structure
- All structures must be securely staked to the ground

**I acknowledge that I have read the foregoing safety requirements and agree to abide by them as stated above.**

**SIGNATURE:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Additional recommendations:**

- Popup style tent/canopy with steel legs/support
- Side panels to protect product from wind and elements
- Flashlight or lantern to aid in tearing down process

**12. LIABILITY:** Saint Paul Lutheran High School will not be responsible for damaged equipment, tools, wares, or injury. Please read and check the following in agreement.

In consideration of reserving PREMISES at **Saint Paul Lutheran High School** for an event for which I am entering an agreement with **Saint Paul Lutheran High School**, Concordia, MO (hereinafter the "Activity or Activities"), I, hereby acknowledge and agree to the following:

1. I understand the hazards of the novel coronavirus ("COVID-19") and am familiar with the Centers for Disease Control and Prevention (CDC) guidelines regarding COVID-19 are changing from day to day and that, accordingly, the CDC guidelines are regularly modified and updated and I accept full responsibility for familiarizing myself with the most recent updates.
2. Notwithstanding the risks associated with COVID-19, which I readily acknowledge, I hereby willingly choose to participate in Activities.

3. I acknowledge and fully assume the risk of illness or death related to COVID-19 arising from my being on the premises and participating in the Activities and hereby RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO SUE, Saint Paul Lutheran High School, their Board of Trustees, agents, employees and assigns (the "RELEASES") from any liability related to COVID-19 which might occur as a result of my being on the premises and participating in the Activities.
4. I shall indemnify, defend and hold harmless the RELEASES from and against any and all claims, demands, suits, judgments, losses or expenses of any nature whatsoever (including, without limitation, attorneys' fees, costs and disbursements, whether of in-house or outside counsel and whether or not an action is brought, on appeal or otherwise), arising from or out of, or relating to, directly or indirectly, the infection of COVID-19 or any other illness or injury.
5. It is my express intent that this Waiver and Hold Harmless Agreement shall bind any assigns and representatives, and shall be deemed as a RELEASE, WAIVER, DISCHARGE, AND COVENANT NOT TO SUE the above-named RELEASES. This Agreement and the provisions contained herein shall be construed, interpreted and controlled according to the laws of the State of Missouri.

I HEREBY KNOWINGLY AND VOLUNTARILY WAIVE ANY RIGHT TO A JURY TRIAL OF ANY DISPUTE ARISING IN CONNECTION WITH THIS AGREEMENT. I ACKNOWLEDGE THAT THIS WAIVER WAS EXPRESSLY NEGOTIATED AND IS A MATERIAL INDUCEMENT OF THE PERMISSION GRANTED BY RELEASEES TO BE ON-PREMISES AND PARTICIPATE IN THE ACTIVITIES.

IN SIGNING THIS AGREEMENT, I ACKNOWLEDGE AND REPRESENT THAT I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements or inducements, apart from the foregoing written agreement, have been made; I am at least eighteen (18) year of age and fully competent; and I execute this Agreement for full, adequate and complete consideration fully intending to be bound by same.

***The Saint Paul Christkindlesmarkt Executive Board reserves the right to deny rental space or to remove vendors who violate the Market Regulations or do not meet the Market Safety Requirements with no refund.***

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

For more information, contact via email [christmasmarket@splhs.org](mailto:christmasmarket@splhs.org).

Vendors shall model an authentic German Christkindlesmarkt booth, as exemplified below (lights, decorations, garlands, tent/hut/food trucks, etc.). For questions, contact above email.

