



April 19, 2024

Dear Friends,

Ten years ago, on November 15, 2014, we embarked on a new fundraising venture whose goals were to provide a fun holiday shopping experience while raising funds and awareness for Meals on Wheels Kitsap. Some of you have been with us from those humble beginnings in 2014 and we are very grateful for your continued support and participation.

The first event was held at the Silverdale Community Center—which no longer exists—and our vendors sold their wares on tables that were staged up against each other. There were no individual, separated booths, and we were limited to 30 indoor and outside spaces.

Fast forward and we are excited to announce applications for our 2024 Jingle Fest Holiday Craft & Gift Show are now being accepted from both new and former vendors.

Here's what you need to know:

- Jingle Fest will continue as a two-day event. However, it will be held on **new dates this year—Saturday, November 16 and Sunday, November 17**. Doors will open at 10:00 a.m. both days and close at 5:00 p.m. Saturday and at 4:00 p.m. Sunday.
- The event will be held at the Kitsap County Fairgrounds, President's Hall. Everyone likes this centrally-located venue and enjoys having a full 10'x10' professionally piped and draped booth.
- Exhibitors will be allowed extra time to move in and setup. Doors will be open for move-in on Friday, November 15 from 12 noon until 8 p.m. and Saturday, 7-9:45 a.m. All exhibitors must be set up and ready to vend by 9:45 a.m. Saturday.
- We will have volunteers available to help with move-in.
- Meals on Wheels Kitsap once again is pre-selling beautiful, locally-grown holiday wreaths, crosses, candy canes, centerpieces, and swag that can be picked up during Jingle Fest. Be sure to order your holiday greenery from the Meals on Wheels Kitsap website beginning in late August.
- Santa will be back on Saturday and Sunday and we will offer holiday music for your listening pleasure throughout the weekend.

Enclosed is an exhibitor application for your review. **Your completed application and full payment must be postmarked or hand-delivered to the Meals on Wheels Kitsap office by August 31, 2024.** Applications received AFTER this date will not be accepted.

We hope you are as excited as we are about this year's event. We look forward to receiving your applications and seeing you soon. If you have any questions, please contact Bonnie Mitchell at (360) 265-3266 or Sharon Weathers at (808) 271-1283.

Best regards,

Deborah Horn

Deborah Horn, Executive Director

2024 "JINGLE FEST" HOLIDAY CRAFT & GIFT SHOW

SATURDAY ~ NOVEMBER 16, 2024 ~ 10am to 5pm

SUNDAY ~ NOVEMBER 17, 2024 ~ 10am to 4pm

Kitsap County Fairgrounds, President's Hall
1250 NW Fairgrounds Road, Bremerton, WA 98311



EXHIBITOR APPLICATION

Application Deadline—August 31, 2024

(Please Print or Type Clearly)

Type of Vendor- Select One – () Artisan/Crafter () Direct Sales () Service () Food Vendor

Company or Your Business Name _____

Person Submitting Application _____ UBI # _____

Mailing Address _____ City _____ Zip _____

Email _____

Home Phone _____ Cell Phone _____ OK to Text? Y or N

Website _____ Instagram _____

Facebook _____ Twitter _____

CAUTION: Food Service and Food/Gift Exhibitors: Exhibitors selling food items of any kind are required to meet Kitsap Public Health District requirements and obtain necessary temporary food permits. For information, call (360) 728-2235 or visit www.kitsappublichealth.org.

EXHIBITOR FEES: The 2024 exhibitor fee is 200 and includes a full 10 x 10 space, piped and drape with an 10' back curtain and 3' side curtains. Power, tables, or chairs are **NOT** included, but are available at additional cost. See optional add-on's below. We **do not** charge exhibitors a commission on sales made during our show. **Applications and full payment must be postmarked or hand delivered to the Meals on Wheels Kitsap office by August 31, 2024.** Late applications will not be accepted.

Optional Add-On's: (First-come basis AND must be ordered at time of application)

8 ft. table = \$8.00 each

Chair = \$2.00 each

Electrical - Booth = \$10.00

Electrical - Spider Box = \$75.00

Online registration is available at:

www.mealsonwheelskitsap.org/jinglefest.html

Or make checks payable and mail or hand deliver with completed and signed application

on or before **August 31, 2024** to:

Meals on Wheels Kitsap

2817 Wheaton Way, Suite 208

Bremerton, WA 98310

EXHIBITOR FEES & OPTIONAL ADD-ON'S (please check all that apply)

() Exhibitor Booth Fee – \$200.00 \$ _____

Add-on's

() 8 ft Tables – \$8.00/each x _____ QTY \$ _____

() Chairs– \$2.00/each x _____ QTY \$ _____

() Electrical for Booth–\$10.00 \$ _____

() Electrical Spider Box–\$75.00 \$ _____

TOTAL DUE WITH APPLICATION \$ _____

If you have questions or for more information, please contact:

Bonnie Mitchell (360) 265-3266 or mitbem@msn.com

Sharon Weathers (808) 271-1283 or weathers001@gmail.com

Event Information

Thank you for your participation in “Jingle Fest” Holiday Craft & Gift Show, a fundraising event for Meals on Wheels Kitsap. All exhibitor fees, raffle proceeds, and/or voluntary donations we receive will be used to further our mission of providing meals and other nutrition and social services to older persons in Kitsap County to maintain and improve their health and support their independence.

Setup & Breakdown

Exhibitors will be allowed access to the facility and may begin setting up their displays anytime Friday from 12-8 p.m. or Saturday from 7 at 9:45 a.m. Exhibits must be setup and ready by 9:45 a.m. on show day.

You may begin breakdown when the show closes on Sunday at 4:00 p.m. We must vacate the premises by 6:30 p.m. on Sunday. Exhibitors may not begin packing or dismantling their displays prior to event closing. **NO EXCEPTIONS!** Please leave the parking lot adjacent to President’s Hall open for event attendees. Exhibitors may move their vehicles to the lower parking lot (on the side of the Pavilion) after unloading.

Licenses and Permits

Any and all city, county, state or federal licenses, inspections, or permits required by law of any exhibitor in the installation of or operation of a display shall be obtained by the exhibitor at his/her own expense prior to the opening of the show.

Cancellation & Refund Policy

Your exhibitor fee is non-refundable unless a written cancellation request is received by our office before 3:00pm, September 20, 2024. You **cannot** transfer your space to another vendor without prior approval. Violation will result in the non-approved replacement vendor being dismissed from the event immediately and no refund will be provided.

If in the event of circumstances beyond our control, including local, state, or federal government COVID-19 pandemic restrictions, forces us to cancel the event, vendors will receive a refund minus a \$25 administrative fee or given the option to apply their fees to the Jingle Fest 2025 event.

Covid-19

Extra precautions are being taken to ensure the health and safety of everyone involved. The following are recommended guidelines for all event participants:

- Face coverings/masks may be worn by all vendors and customers.
- Vendors will clean and disinfect your items and surfaces regularly.
- Stay at home and do not attend show if you are sick.
- Must comply with any and all COVID-19 precautions in place for local county, state, or federal government at the time of the event.

If in the event of circumstances beyond our control, including COVID-19 pandemic restrictions, force us to cancel this event, vendors will receive a refund minus a \$25 administrative fee or given the option to apply their fees to the Jingle Fest 2025 event.

Liability Waiver

In consideration for my participation in this event, I, on behalf of myself, my heirs, assigns and next of kin, and/or I, as principal, member, shareholder, officer, director, or other authorized representative of the above business entity, HEREBY WAIVE AND RELEASE, indemnify, hold harmless and forever discharge Bremerton Services Association, doing business as, Meals on Wheels Kitsap, and its agents, employees, officers, directors, affiliates, successors, volunteers and assigns, and Kitsap County, its officials, directors, officers, employees and agents, (hereinafter, the “Released Parties”), of and from any and all claims, demands, debts, contracts, expenses, causes of action, lawsuits, damages and liabilities, of every kind and nature, whether known or unknown, in law or equity, that I ever had or may have, arising from or in any way related to my participation in the “Jingle Fest” Holiday Craft & Gift Show.

By this WAIVER AND RELEASE, I assume any risk, and take full responsibility and waive any claims of personal injury, death or damage to personal property, with respect to the Released Parties, in connection with the “Jingle Fest” Holiday Craft & Gift Show. I have read, understand and fully agree to the terms of this WAIVER AND RELEASE. I understand and confirm that by signing this WAIVER AND RELEASE I have given up considerable future legal rights. I have signed this WAIVER AND RELEASE freely, voluntarily, under no duress or threat of duress, without inducement, promise or guarantee being communicated to me. My signature is proof of my intention to execute a complete and unconditional WAIVER AND RELEASE of all liability to the full extent of the law. I hereby certify that I am 18 years of age or older, mentally competent to enter into this WAIVER AND RELEASE, and have read the above carefully before signing.

Further, I hereby grant permission to Bremerton Services Association, doing business as, Meals on Wheels Kitsap, and its agents, employees, officers, directors, affiliates, successors, volunteers and assigns, to use any photographs, video or audio recordings, and any other record of this event for marketing or other legitimate purposes.

Attorneys’ Fees

If a civil action arises between the parties out of this agreement or to enforce any of its provisions, the losing party shall pay the attorneys’ fees and costs for the prevailing party as trial court may adjudge reasonable and if any appeal is made from any judgment to the trial court the losing party shall pay the amount that the appellate court shall adjudge reasonable, as well as the prevailing party’s attorneys’ fees and costs on appeal.

Complete Agreement

This agreement contains all the terms and conditions agreed upon by the parties thereto, and no other agreements, oral or otherwise, regarding the subject matter of this contract shall be deemed to exist or bind any of the parties hereto.

All exhibitors must comply with ordinances, regulations, and fire marshal and/or area health department instructions. For any information, please contact the appropriate office.

Print Name _____

Company _____

Signature _____

Date _____