



Auburn YMCA Holly Jolly Holiday Community event Craft Vendor Application

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Event Host/Organization: Auburn YMCA

Venue Address: 27 William Street, Auburn, NY 13021

Vendor Information

Business Name: _____

Contact Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Email: _____

Website/Social Media (optional): _____

Product Description: Family friendly items only.

Please describe the type of items you will be selling or displaying (attach photos if possible):

☐ Handmade Crafts

☐ Art or Photography

☐ Other: _____

Note: The Auburn YMCA reserves the right to limit the number of similar vendors to ensure variety.

Booth Information

Booth Fee: NO Fee

Limited 8' x 8' space available in gymnasium, Free standing and stable backdrop permissible

Spaces will be assigned on a first-come, first-served basis.

Do you need a table and chairs: ☐ Yes ☐ No

Limited electricity available, do you require electricity?: ☐ Yes ☐ No

Special Requests: _____

Schedule

Vendor Move-In/Setup: we welcome vendors to come for the day.

Set up will begin at 8:00am and the sales floor will open at 9:00am

Vendor Move-Out: 12/19 event ends at 6:00 pm. Facility closes at 7:00 pm.

Check-In Location: Auburn YMCA, 27 William Street, Auburn, NY 13021

Parking: Vendors may unload on Court Street at the back of the building.

There is parking available in the city garage and on the surrounding streets.

Terms & Conditions

Acceptance: Applying does not guarantee participation.

The Auburn YMCA reserves the right to accept or decline vendors to ensure a balanced event.

Setup & Cleanup: Vendors are responsible for setting up and dismantling their displays and leaving their area clean.

Sales Tax: Vendors are responsible for collecting and remitting their own sales tax, if applicable.

Liability: The vendor agrees to hold harmless and indemnify the Auburn YMCA, its employees, volunteers, and Board of Directors from any claims, losses, or damages arising from participation in this event.

Insurance: Vendors are encouraged to carry their own insurance for property loss or damage.

Conduct: Vendors must maintain a professional and family-friendly environment at all times.

Offensive, unsafe, or illegal activities are prohibited

Photo Release: By signing below, the vendor grants permission for the Auburn YMCA to use photos or images of their booth/products for promotional purposes.

Family / Youth Event: This event is for families and youth of the greater Auburn Ny community. All merchandise for sale must be appropriate for this type of event.

Music: Please, no music we will have music diuring the event.

Agreement & Signature

I have read and agree to the terms and conditions above and wish to participate as a vendor in the Auburn YMCA Craft Fair.

Vendor Name (Print): _____

Signature: _____ Date: _____

Auburn YMCA Representative: _____

Signature: _____ Date: _____