



Dear Artist/Crafter/Entrepreneurs:

Enclosed, you will find an application for the St. Mary Nativity Catholic School Christmas Craft Show. This event is scheduled for Sunday, December 14, 2025, from 10:00 AM to 4:00 PM, taking place in the St. Mary Nativity Catholic School Gymnasium located at 702 N Broadway St., Joliet, IL 60435.

Please note that this show is non-refundable once payment is received.

Please read the instructions for this craft show carefully. Do not delay submitting your application. Rules and regulations will be enforced fairly and consistently for all applicants. Incomplete applications will not be accepted.

The vendor enrollment deadline is Monday, December 1st.

Thank you for your interest in the St. Mary Nativity Catholic School Christmas Craft Show. If you have any questions or concerns, please feel free to contact me at the email address provided.

Sincerely,

Maria Morrison
702 N Broadway St.
Joliet, IL 60435
Email: smncraftshow@stmarynativity.org

St. Mary Nativity Catholic School Christmas Craft Show
VENDOR APPLICATION

NAME(S): _____

BUSINESS NAME (if applicable): _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE NUMBER: (____) _____ EMAIL ADDRESS: _____

DESCRIBE ARTS & CRAFT (indetail) _____

Instructions

1. Please check show.
2. Add table fee and additional fee (if applicable) enter in Total Fees column
3. Enter total fees in Total Amount column

Payment

1. Payment may be cash, check or credit card.
2. Make all checks payable to: St. Mary Nativity
3. <https://SMNCraftShow25.givesmart.com>

Show Name	Table Fee One 8-foot table, 2 chairs Included	Additional Fee One 6-foot table	Total Fees	Total Amount
Sunday, December 14, 2025 St. Mary Nativity Catholic School Christmas Craft Show	\$35.00	\$15.00	\$	\$

Liability Statement

(MUST BE SIGNED BEFORE YOU CAN PARTICIPATE IN THIS FAIR)

St. Mary Nativity will not be held responsible for any loss, damage, defacement, or destruction of any property displayed by the Vendor no matter how it is caused. This also includes Personal Injury. St. Mary Nativity provides no insurance on the Vendor or against the acts or omissions of the Vendor, its agents, or employees. All insurance for personal property, public liability and personal injury must be carried by the Vendor.

ALL ARTS & CRAFTS MUST BE HANDMADE & ORIGINAL DESIGNS OF THE VENDOR. I agree that I have read and understand the contract. I agree to exhibit at the above listed show(s) under all listed and specified conditions within this contract (see Rules and Regulations)

NAME (please print): _____

SIGNATURE: _____ DATE: _____

St. Mary Nativity Catholic School Christmas Craft Show
RULES AND REGULATIONS

- DATE:** Sunday, December 14, 2025
- SET UP TIME:** Sunday December 14, 2025, 7:00 am
- SHOW HOURS:** Sunday December 14, 2025, 10:00am-4:00pm
- PLACE:** St. Mary Nativity Catholic School Gymnasium
702 N. Broadway St.
Joliet, IL 60435
- DEADLINE:** The deadline for applications is December 1, 2025, no application turned in after this date will be in any printed advertising due to communication guidelines.
- TABLE FEE:** \$35.00 (One 8-foot table with two chairs)
- ADDITIONAL FE:** \$15.00 (One 6-foot table)
- MEDIA
ACCEPTED:** Accessories – Adults, Children, General, Art, Bath/Body/Skin Care, Candles, Cards and Prints, Ceramics, Clothing Adult, Children, Dolls, Décor- Fabric Housewares, Home, Outdoor, Wall, Dolls, Fine Art, Floral, Furniture, Glass, Housewares, Jewelry, Knitting and Crochet, Leather, Metalwork, Music and books, Painting, Pets, Photography, Plants, Pottery, Sculpture, Soaps, Toys, Wood Signs, Woodwork, Wreaths, and small independent distributors.
- REFUNDS:** No refunds will be made once you are confirmed as a Vendor in the Show.
- ADVERTISING:** Newspapers, Posters, Flyers, Facebook, Arts & Craft Fairs Publications, and Website.

ARTISTS & CRAFTERS (PLEASE READ)

1. Each vendor must donate 1 item from their booth valued at \$15 to be used for raffles.
2. **All Arts & Crafts must be handmade and original works and designs of the Vendor.** St. Mary Nativity reserves the right to limit the number of entries per media or independent distributors (i.e., Young Living, Mary Kay, Sensi,)
3. **NO ACCESSORIES** (unless they are the handmade and original works and designs of the Vendor) can be sold.
4. Vendors may only sell the items that were approved with their application.
5. Vendors are required to exhibit all hours of the Show, and to be on time.
6. Display booths and areas must be always kept clean and neat. All packing boxes, supplies and personal food containers must be hidden from the public view. The vendor area must be left clean and neat at the end of the Show. Vendors are to remove the masking tape from the floor and around your space before the doors open to the public on Sunday.
7. Vendors may not display or distribute any arts and crafts or information pertaining to their arts and crafts outside their designated space(s). Any violators of this rule will be asked to leave the Show immediately.
8. No candle or incense burning allowed.
9. Vendors must supply their own displays, props, and table coverings. No defacement or hanging any on the walls of this facility is allowed.
10. **NO ALCOHOLIC BEVERAGES ALLOWED.** There is **NO SMOKING** allowed on the St. Mary Nativity premises. **NO PETS** are allowed. All violators of these rules will be asked to leave the Show. This includes any Show(s) that the vendor has already been accepted into.
11. Please follow an appropriate dress code.

Questions from vendors prior to the Show may be answered by emailing smncraftshow@stmarynativity.org. During the Show, a staff member is available to answer any questions or concerns at the check-in/information table.
