

Hello from Prairie Mills Windmill,

It's time to finalize this year's Christmas at the Mill plans, and we hope you will join us. Enclosed you will find a draft copy of the flyer about the event and a registration form for vendors. There are a few details not yet decided, but the flyer will give you a general idea of the activities this year.

A flat amount of \$10 per booth space will be charged. You may have a double booth space for an additional \$10 each. Because space is so restricted we are limiting the options to single or double spaces. The fee is due with the registration form. Unless the event is cancelled, there will be no refunds. There will only be 16 booth spaces this year, so an early response is best. There is very limited electricity available, so be sure to note on your form if you need access to an outlet.

Set up will be Friday afternoon/evening or Saturday morning or by special arrangement. Please note on your registration form when you plan to be there to set up.

If you have any questions, please call me at 217-593-7291 or email at knichols@adams.net. I hope to hear from you soon and see you at the Mill in December!

Sincerely,

Karen Nichols
Christmas at the Mill Vendor Contact

2011 Vendor Registration Form

Christmas at the Mill

December 3, 2011

10AM thru 5PM

Name _____

Company/Business: _____

Description of booth _____

Vendor fee _____ **Single booth** (10x10) **\$10** (due with registration to hold space) **Double booth** (10x20) available for **\$20**. Each booth space includes one table and two chairs

Mailing address _____

e-mail address _____

Phone (home) _____ (cell) _____

Special needs (electricity-very limited, etc.) _____

Set up ____ Friday (4- 8), approx time _____ **OR** ____ Sat AM (8 -10)

As a vendor or exhibitor, I agree to the following:

- Set up from 4 to 8 Friday evening or 8to 10 Saturday morning or by special arrangement with a representative of the Mill.
- Removal and clean up by 6 Saturday evening or special arrangement.
- Booths and displays should be appropriate for family/children viewing. If determined inappropriate the exhibit will be removed from the hall.
- Trees are to be no taller than 7 feet with low voltage lighting.
- All candles are to remain unlighted (NO OPEN FLAMES)
- Prairie Mills Windmill and the Golden Historical Society are not to be held responsible for any theft, breakage, injury, or misrepresentation,

Signature Date

Mail fee (Check payable to Golden Historical Society) and completed form to
Karen Nichols, 2077 HWY 94 N, Camp Point, IL 62320

DEADLINE November 28, 2011