

Prairie Sisters Vintage Market Vendor Agreement

To participate in a Prairie Sisters Vintage Market, the vendor agrees with the following, and by completing an application they indicate that they have read and understood the following.

The Prairie Sisters Vintage Markets are held from 10am to 4pm on the scheduled market dates. At every market, other than the Missoula Christmas Market hosted in November, shoppers can buy access to the market to begin shopping at 9am on the day of the market. For the Missoula Christmas Market, early bird shopping takes place 6-8pm the FRIDAY NIGHT directly before the market.

Venue Expectations

Each venue will have its own set of unique rules. These rules will be shared with all vendors via email the week before the event. Each vendor will be responsible for any damages that may result in their booth space. This includes, but is not limited to, scratched floors and holes in the walls. **If The Prairie Sisters LLC is billed for damages by the venue and it is specific to a certain vendor, that vendor will receive a bill from The Prairie Sister LLC with a description of the damages and a due date for payment.**

Set Up and Tear Down

Set up and tear down details will also be shared with each vendor leading up to the event. In order to make the process as quick and efficient as possible, we ask that everyone listen closely to our instructions and do their best to follow them.

Vendors are not to begin tearing down their booths until after 4pm on Saturday once the market is complete.

Cancellation and Weather

If a vendor needs to cancel their space for any reason within 30 days prior to the event they will forfeit their booth payment. If the vendor notify us prior to 30 days before the show they will be given a credit equal to half of the amount of their booth payment that can be applied to future Prairie Sisters Vintage Markets.

All Prairie Sisters Vintage Markets are held regardless of weather conditions. Rain, snow, sleet, shine, or whatever other weather Montana throws our way, we will proceed with the market, and refunds will not be offered.

Booth Requirements

The booth photos vendors submit in their applications are what we expect to see replicated at the event. Vendors are responsible for defining their own space with items such as tables, walls, and other materials. Tables and chairs are not provided by The Prairie Sisters.

Each item in each booth shall be clearly marked with a price.

Booth Fees and Payments

Vendor booth fees are as follows:

- 10x10 Feet - \$150

- 10x20 Feet - \$260
- 10x30 Feet - \$325

Vendor booth fees will be invoiced at the time of acceptance to each market. Vendors will be expected to pay digitally via the invoice or paper check within 10 days of receiving the invoice or one day before the market, whichever comes first.

Other Information

The Prairie Sisters accept no responsibility for loss, theft, damage, injuries etc..

All booths are subject to being photographed. Photos will likely be shared on social media and theprairiesisters.com.

Each 10x10 vendor booth receives two free entries in order to allow two people to work each booth. Additional helpers must purchase tickets. Each 10x10 booth will receive two name tags to wear during the show so shoppers are able to address you correctly.

If a vendor sells an item to another vendor during setup, that item must be removed.

Vendors are expected to host their booths at all times during market hours. The Prairie Sisters will check in periodically throughout the day, so don't hesitate to ask if you need a quick booth sitter or bathroom break.

A vendor meeting is held at 8:30am on Saturday for every single market. Vendors must be present for this meeting.