



TITAN TIDINGS CHRISTMAS GIFT SHOW

Welcome to Titan Tidings 2019!

Blessed Trinity High School is proud to present the 8th annual Titan Tidings Christmas Gift Show on **Saturday, Nov. 16th from 9-5 and Sunday, Nov. 17th from 10-3.**

A little history of our show - 2012 was our commemorative year and it was a huge success! In 2013, we doubled the size of our show and expanded into our large gymnasium. In 2014, we grew again to 100 vendors and expanded into our aux gym as well as our main gym. In 2015 through 2018, we have had a sold out show with right around 110 booths and a large wait-list! All booths are large and indoors (no weather to worry about!) We offer a full service cafeteria with lunch delivery available to vendors, plenty of available parking (no shuttles needed) and student volunteers who will be available to help set up and tear down. We have consistently received high remarks in regards to our show from vendors.

We advertise in local newspapers, magazines, and online. We mail over 10,000 postcards to our Blessed Trinity community and local neighbors in Roswell, Marietta, Alpharetta and Milton. In addition, we also use banners and yard signs to advertise the show. Our attendance has grown along with the show, and in 2018, we had approx. 4000 customers at our show!

To apply to be a vendor in our show we have a \$15 non-refundable application fee. The check will be cashed when we receive your application. On the application you will select your 1st, 2nd and 3rd option for booth size. If you are accepted to our show you will be notified at the time of acceptance of your final booth size. You will then have ten days to send in your check to reserve your booth space. Late payments may lose their preferred booth size and possibly their place in the show if we have already filled your spot. Application deadline is May 31, 2019.

This is a juried show. Vendors, NEW and RETURNING, must provide 4 photos of their merchandise and at least 1 photo of their booth setup (Digital photos are preferred). Your photos and the description of your merchandise that you provide with your application will be used in our judging process. Please make sure the photos are good representations of your items. All items sold must be shown in the pictures (For example if you do jewelry and accessories, pictures of both must be included. We do not need pictures of every single item.) . Photos will be used in our social media and will not be returned. Also please keep in mind this is a gift show and as such we do allow re-sellers but only in certain categories. No catalog jewelry, clothing or skincare will be allowed. We are committed to having high quality items in our show and will be selective in our choosing of vendors who will provide the best items for our shoppers. If you are a returning vendor we highly suggest highlighting any new items you will have available for the 2019 show.

Titan Tidings Show Information and Requirements

Booth Rental Information:

- **8x10 booths** – These will be in interior aisles in both gyms. They do not have electricity available and are not on an exterior wall.
- **10x10 booths** – These booths are mainly located on the exterior walls of both of our gyms. Some will have electricity available. **If you require electricity or a wall you must select a 10x10 booth.**
- **8x10 corner/end booth** – These booths are open on two sides and are positioned on the end of our interior aisles. Electricity is not available in these booths.
- **10x10 corner/end booth** – These booths are open on two sides and are positioned on the end of the aisles along the walls. Some will have electricity available.
- Electricity is limited and will be prioritized on need. Priority is given to returning vendors and those vendors who need electricity for displaying or producing their items. If you request electricity and it is not available you will be notified prior to your acceptance.
- Booth height may not exceed 8 ft. No tents allowed. No “Sale” signs. No open flames allowed.
- Booths may not be shared or sublet to another vendor.
- Six foot folding tables are available for rental for \$15 each. Please note there are only a limited number of tables so please reserve with your application if you need to rent a table.
- Chairs are available at no charge. Please request on your application. (Max. of 2 chairs per booth.)
- **Once your application is accepted and your check is cashed there will be no refunds. No exceptions.**
- Vendors must be present in their booth for the entire show. We will have helpers in aprons coming around to relieve you for restroom breaks.
- Titan Tidings is a 2 day show. Vendors must be present for both days and must have enough merchandise for both days. No early take-down is allowed for any reason.

Check-In and Set-Up:

- Set-up will be Friday, Nov. 15th from 4:00pm-8:00pm.
- At check-in you will receive your check-in folder with your booth location
- Students will be available to help you unload. A limited number of carts are available for your use.
- You will receive instructions the week of the show on which entrance to use based on your final booth placement as well as parking instructions.
- A donation of an item for our raffle is a required part of our show. You must provide an item with a minimum value of \$25 that is a representative sample of what you will be selling in your booth. You will provide your raffle donation while checking in. (Raffle donations are per booth – if you rent multiple booths you must provide multiple donations.)
- The school will open at 7:30am on Saturday morning for you to complete your set-up.
- All booths must be ready to go by 8:30am on Saturday
- Wi-Fi will be available but due to the nature of the school building it may not provide you with strong service and we highly recommend you have a backup plan
- At check-in you will be able to turn in your money and orders for your lunch for both days. We will deliver your lunch to you at your requested time. Our vendors have found this service very convenient and helpful.

Additional Information:

- Our cafeteria will be open during the show for breakfast and lunch both days.
- We will also have a bake sale in our cafeteria sponsored by our school mission trip.
- On Sunday morning from 9am-10am we will have an optional “Vendor Shopping Hour” where you will be available to browse and purchase items from your fellow vendors.



Blessed Trinity Catholic High School's
8th Annual Titan Tidings Christmas Gift Show

November 16th & 17th

2019 Vendor Application Contract



Contact Information (Please print):

Previous Participant? Yes No

Name: _____ Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: (____) _____ Cell Phone: (____) _____

Website: _____

Email: _____

(Our primary method of contact)

Description of Merchandise (be specific ESPECIALLY if jewelry):

Merchandise Price Range: \$ _____

Merchandise Category (Please check only one – if your merchandise falls into multiple categories please check the one that best describes the majority of your items.)

Jewelry Clothing/Accessories Household Items Décor Holiday
 Health/Beauty Paper Goods Food/Edibles Art/Photography
 Children's Items Other _____

(Please note – if your category is NOT jewelry or accessories we may ask you to remove jewelry from your booth. As the most popular category we make every effort to limit the number of jewelry vendors to avoid an overabundance of any one category and to provide a variety of merchandise for our customers. No catalog jewelry or catalog skincare vendors.)

Raffle Donation: _____

**Raffle Donation MUST be \$25 minimum retail value, represent your items AND be packaged for display!
(No Gift certificates allowed.)**

Where did you hear about us? _____

Booth Rental Selection: We have several booth options available in our Main and Aux Gym. Six-foot tables may be rented for \$15 each. Booth height may not exceed eight feet. No tents allowed. No "Sale" signs allowed in booth. No open flames. All booths are indoors. No sharing of booths. Electricity and corner/end booths are limited and will be assigned on a first come/first serve basis (returning vendors will receive priority). **If you need an exterior wall or electricity you must choose a 10x10 booth.**

Electricity requested? _____ YES _____ NO (Electricity is ONLY available in a 10x10 booth and the booth will be on an exterior wall. Please make sure to select a 10x10 booth if requesting electricity.)

OPTION (Please choose your 1st, 2nd and 3rd option for booth size)

(We will fill this in once your booth size is determined)

_____ # of 8'x10' regular booth space: _____ @ \$150 each	\$ _____
_____ # of 8'x10' Corner/End booth space*: _____ @ \$175 each	\$ _____
_____ # of 10'x10' regular booth space: _____ @ \$175 each	\$ _____
_____ # of 10'x10' Corner/End booth space*: _____ @ \$200	\$ _____
<input type="radio"/> # tables needed: _____ @\$15/each	\$ _____
<input type="radio"/> # chairs needed: _____ (2 at N/C)	\$ _____

(*- limited # available)

Total Fees to be paid to Blessed Trinity \$ _____

Other Requests: _____

(Requests cannot be guaranteed.)

Show Requirements: Titan Tidings Show Hours are Saturday Nov. 16th from 9am-5pm and Sunday, Nov. 17th from 10am-3pm. Vendor check-in/Set-up will be held Friday, Nov. 15th from 4pm-8pm. The school will be open to vendors Saturday at 7:30am – booths must finished being set up by 8:30am. We will have student volunteers on Friday and Sunday to help you unload/load-up. Vendors are expected to have enough merchandise to last for both days of the show. Vendors must be present in their booths for the entire show – no early takedown allowed.

Application Requirements:

- Submit completed & signed contract (keep a copy for your file)
- Include 4 photos of your work and display (Jewelry vendors please provide 6 photos)! Photos will not be returned. Photos will be published through Blessed Trinity/Titan Tidings social media. You may email photos to titantidings@btcatholic.org. Please indicate in Subject line: Titan Tidings Photos and your Business Name.
- Include **\$15 non-refundable application fee** (check made to Blessed Trinity Catholic High School) and mail to Blessed Trinity, ATTENTION: TITAN TIDINGS, 11320 Woodstock Road, Roswell, GA 30075.
- Once application is accepted and payment is cashed there will be **no refunds**. No exceptions.
- **Deadline for applications is May 31, 2019.**
- Must sign Waiver of Responsibility. .

Waiver of Responsibility: I (We) agree to hold harmless Blessed Trinity Catholic High School from any and all responsibility for damages that may occur to myself, my property and/or merchandise for any reason including but not limited to theft, vandalism, negligence or natural disaster at BT.

Signed: _____

BT USE ONLY: App Fee Received: _____ Date Received: _____

Accepted: _____ Check#: _____ \$Amt: _____ Booth #: _____