

Perry Hall High School PTSA Winter Arts & Crafts Fair 2026 Vendor Terms of Participation

Event Date: Sunday, December 6, 2026

Thank you for your interest in participating in the Perry Hall High School PTSA Winter Arts & Crafts Fair, a Town Craft Fair event. By submitting an application and purchasing a space, vendors agree to abide by the following terms of participation:

1. Event Regulations

Appropriate Content

The event organizers reserve the right to refuse the exhibition of materials deemed inappropriate for a family-friendly, school-sponsored event.

Baltimore County Public Schools regulations prohibit alcohol and tobacco products on school property.

Food Sales

Food products intended for consumption on-site are not permitted to be sold or offered as samples.

Handcrafted Items

Items sold as handcrafted products must be handmade by the vendor. Mass-produced, buy/sell, or resale items may not be represented or sold as handcrafted merchandise.

Direct-Sales Merchandise

Approved items from direct-sales companies may be permitted.

Prohibited Items

Flea market goods are not permitted. Open flames, including lit candles or votives, and electric cooking appliances (e.g., hot plates and griddles) are prohibited.

2. Space Reservation and Setup

Vendors select their preferred available space when registering. Completing checkout reserves that space while the vendor application is reviewed. Payment does not guarantee acceptance. Event organizers will confirm acceptance by email after reviewing the application.

Booth Placement

Booths are available in small, large, and extra-large sizes. The actual dimensions are listed on the product page for each location. The longest side generally faces the aisle for visibility. Vendors may reserve multiple spaces, subject to availability. A separate vendor application is required for each space reserved.

All tables, displays, merchandise, and other materials must remain within the boundaries of the reserved space and may not obstruct aisles or neighboring spaces.

Vendors must bring their own tables, chairs, and displays. A limited number of tables and chairs may be rented in advance for an additional fee.

Tents, canopies, EZ-Ups, or similar structures are not permitted.

Event Setup

Setup begins at 8:30 a.m. on event day. Vendors will receive detailed unloading instructions the week prior. Vehicles must be relocated to the designated parking area after unloading.

Vendors arriving after 10:30 a.m. may forfeit their space without refund and may be barred from future events.

Vendors must complete setup by 10:45 a.m. and remain fully set up until the event concludes at 3 p.m. Early breakdown is not permitted.

3. Event Conduct and Cleanup

Booth boundaries will be marked with tape and must be respected.

Vendors are responsible for cleaning their space and vacating the premises by 5 p.m. No exceptions.

Vendors must conduct themselves professionally and courteously toward attendees, fellow vendors, and event staff. Disruptive, disrespectful, or unsafe behavior may result in immediate dismissal and a ban from future events.

4. Cancellation and Refund Policy

Vendor Cancellation

Cancellations must be submitted by email before November 1, 2026. If the canceled space is filled from the Vendor Waiting List, 50% of the registration fee, minus processing fees, will be refunded after the Event. No refunds will be issued for cancellations submitted on or after November 1, 2026.

Event Rescheduling or Cancellation

If the Event is postponed or rescheduled due to inclement weather, BCPS or school action, government action, emergency, or another circumstance beyond the reasonable control of the Event organizers, vendor registrations will automatically transfer to the rescheduled date.

If a vendor is unable to participate on the rescheduled date and the vendor's space is subsequently filled, the vendor may choose either a 50% refund of the registration fee, minus processing fees, or a credit equal to the full amount paid toward registration for the following year's Perry Hall High School Winter Arts & Crafts Fair. If the space is not filled, no cash refund will be issued, but the vendor will receive the full registration credit for the following year's Event.

If the Event cannot reasonably be rescheduled, registered vendors will receive a credit equal to the amount paid toward registration for the following year's Perry Hall High School Winter Arts & Crafts Fair. Vendors receiving such a credit will be offered priority registration before registration opens to the general vendor list and the opportunity to select the same booth type, if available, or a comparable booth type. Any difference between the credit and the following year's registration fee will be the vendor's responsibility.

Registration credits have no cash value and are not refundable. Registration credits are valid only for the next annual Perry Hall High School Winter Arts & Crafts Fair and expire if that Event is not held.

5. Liability and Indemnification

Vendors release, waive, and discharge Perry Hall High School, Perry Hall High School PTSA, Kogan, LLC (dba Town Craft Fair), its event organizers, and their respective agents, volunteers, officers, and representatives from any liability, claims, or damages arising out of or in connection with participation in the Event.

- Vendors acknowledge the inherent risks of participating in a public event and assume full responsibility for any loss, damage, or injury, including theft, personal injury, or death, that may occur as a result of participation.

- Vendors agree to indemnify and hold harmless Perry Hall High School, Perry Hall High School PTSA, Kogan, LLC (dba Town Craft Fair), its event organizers, and their respective agents, volunteers, officers, and representatives from any loss, liability, or costs, including reasonable legal fees, resulting from the vendor's participation in the Event.
- The Event does not provide insurance coverage for vendors. Vendors are strongly encouraged to review and maintain appropriate personal or business insurance coverage for their operations.

6. Communication

For questions regarding the event, contact the event coordinators at perry_hall@towncraftfair.com. Please do not contact Perry Hall High School. School staff is not responsible for vendor communications or event logistics.

By purchasing a space, vendors acknowledge that they have read, understand, and voluntarily agree to the Terms of Participation Agreement.

