



# Vendor Application & Agreement

Saturday, December 6, 2025  
10:00am- 2:00pm

Thank you for your interest in being a vendor at the Wimberley Village Library's 2025 Holiday Craft Fair & Fundraiser. This event will take place in the library's Wimberley Community Room located at 400 FM 2325, Wimberley, TX 78676 and will include prizes, a hot cocoa bar, and photos with a live holiday elf. It will be an excellent opportunity to show the community your unique crafting skills!

All vendors must be approved by the Wimberley Village Library before the event. The Holiday Craft Fair & Fundraiser is open to local artists producing their own original work. Work made from kits, patterns, or copyrighted designs not owned by the artist will not be accepted. We also discourage products that are entirely 3D printed. Please review the prohibited items listed below before applying.

**Vendor Fee: \$25.00 for a 30x70 inch table. Electrical outlets will be available.**

## Vendor Agreement:

I, \_\_\_\_\_, agree to be a vendor at The Wimberley Village Library's 2025 Holiday Craft Fair & Fundraiser in the area assigned to me. I acknowledge that a table will not be reserved for me until I have submitted the vendor fee. The vendor fee is **not due** until my vendor application has been approved.

Furthermore,

- I agree to pay a one-time vendor fee of \$25 to secure a reserved vendor table and electrical outlet access. Tables will be assigned by the library on a first approved, first served basis. Fees are due no later than November 1, 2025. Any cancellation after November 1, 2025 will result in 100% forfeiture of vendor fees.
- I agree to indemnify and hold harmless Wimberley Village Library and the staffs and boards of this organization against any claim or action of any cause. The Wimberley Village Library is not liable for loss, theft, or damage of personal or vendor property.
- I will submit a description of items to be sold and four (4) photos of my work to Craft Services at [craftservices@wimberleylibrary.org](mailto:craftservices@wimberleylibrary.org) for consideration. Wimberley Village Library reserves the right to restrict vendors and items to comply with library policies. Wimberley Village Library also reserves the right to reject any vendors who misrepresent their work in photos.
- Notification will be emailed to all vendors by November 15, 2025. I understand that Wimberley Village Library has the right to refuse a vendor for any reason.

- I understand that I am responsible for charging and paying sales tax as applicable by law.
- I understand that I must abide by the following set up time constraints:
  - Set up: Saturday, December 6, 8:00 am to 9:30 am. Not more than one vehicle per vendor will be allowed in the library parking lot.
  - Your space must be vacated by 3:00 pm following the conclusion of the event at 2:00 pm.
- I understand that the following items are prohibited from the 2025 Holiday Craft Fair & Fundraiser: firearms, explosives, alcohol, tobacco and THC products, political materials for specific partisan political issues or candidates, political slogans, religious iconography, sexually explicit materials, and materials bearing racist, sexist, and homophobic content. Open flames and burning incense are not allowed on library property.
- Use of the Wimberley Village Library meeting rooms does not constitute endorsement of viewpoints expressed by participants at the event. Advertisements or announcements implying such endorsement are not permitted.
- Vendors may not assign or transfer their reservations to other vendors.
- I acknowledge that I have read and agree to abide by the Policy on Political Campaign and Education Activities at Wimberley Village Library (accessible at [www.wimberleylibrary.org](http://www.wimberleylibrary.org) and attached to this agreement).
- I understand that it is my responsibility to return the area in and around my booth to the same or better condition than when I arrived.
- I will be responsible for disposing of my own waste.
- Any violation of this agreement will permit the immediate termination of this agreement and forfeiture of any booth rental fees.
- Wimberley Village Library reserves the right to ask any vendor to leave the premises if this agreement is violated by the vendor.

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Vendor Signature

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Date

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Booth or Business Name



Please submit the vendor application  
and agreement to:

Adult Craft Services Librarian  
Wimberley Village Library  
PO Box 1240  
Wimberley, TX 78676  
or  
CraftServices@wimberleylibrary.org

- The \$25 booth payment is due once your application has been approved. **You don't need to submit payment with your application.**
- A booth will *not* be reserved until we receive your payment.
- There are 12 total booths available on a first come, first served basis.
- The library accepts cash, check, and Venmo.

\_\_\_\_\_

VENDOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CELL NUMBER (DAY OF EVENT NUMBER): \_\_\_\_\_

ITEMS YOU WILL BE SELLING: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## POLICY ON POLITICAL CAMPAIGN AND EDUCATION ACTIVITIES AT WIMBERLEY VILLAGE LIBRARY

The Trustees of the Wimberley Village Library District recognize and support without reservation the role of public libraries in providing neutral, factual information about issues of public interest through provision of materials that encourage open and civil discourse.

As a governmental entity governed by the Texas law, the library is forbidden from using any public funds or resources in support of, or against, any political issue or candidate. Specifically, no public resources may be used to distribute communications that support or oppose any political issue or candidate.

Moreover, public libraries are traditionally places for reading, writing and quiet contemplation. That is, they are limited public forums rather than public forums. The policy which follows is adopted in recognition of requirements for publicly funded entities, like libraries, to respect and comply with all laws and regulations concerning political campaigning practices. Accordingly, campaign activities for or against issues of public policy, including political issues, will not be permitted on the grounds of the Wimberley Village Library in compliance with current laws and regulations addressing such activities on public property, including rulings from the Office of the Texas Attorney General and advisory opinions by the Texas Ethics Commission. The District establishes the following conditions for the conduct of neutral, factual issue education activities related to public policy issues on the grounds of the Wimberley Village Library.

1. The Library Director must be informed in writing at least five days in advance of the proposed activity.
2. The application must include all relevant details of the type of proposed activity to be conducted, including start and end dates and times of day, anticipated attendance, and contact information for the person(s) organizing and conducting the activity.
3. Activities will be restricted to areas not scheduled by library staff for programs and activities and must not impede access to the library or traditional library patron uses such as reading, writing, and quiet contemplation.
4. No activity will be permitted which the library staff determines in its sole discretion creates a hazard to the personal safety or health of library staff, volunteers, or visitors.
5. No library staff will participate in the set-up, maintenance, or take-down of any activity.
6. No library funds may be used for any part of a permitted activity.
7. No permanent or semi-permanent installation is permitted. At the conclusion of the activity period, all materials (signs, tables, chairs, etc.) must be removed from the library property within 24 hours.

ADOPTED BY VOTE OF THE BOARD OF TRUSTEES JULY 19, 2024