



Registration Form (Page 1 / 2)
St. Paul's UMC 39th Christmas in October Arts & Craft Show
October 24 & 25, 2025
Friday & Saturday 9:00-4:00

Email: ChristmasInOct25@gmail.com

Cell Phone: (505)549-4260

Web site: <https://www.spumcabq.org/christmasinoctober>

Completed registration forms will be processed in the order received. Registration is complete when this form (* items required), payment and appropriate photos are received. You will receive either an email or a phone confirmation when the completed registration is received and approved. We reserve the right to reject any application for any or no reason.

Name* _____

Name of Business _____

Address* _____

City/State/Zip* _____

Cell phone* _____ Home phone _____

Email address* _____

Web Page address _____

Describe your handmade art or craft items you will be selling*: Attach a sample photo*.

I have read the attached ARTS AND CRAFT SHOW RULES. I understand all show rules and liability statements, and I agree to contractually abide by them.

Signature* _____



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St. Paul's UMC 39th Christmas in October Arts & Craft Show October 24 & 25, 2025

Booths will be 8 feet by 6 feet.

Set up will be Thursday, October 23rd from 3:00-6:00 and Friday, October 24th from 7:30-9:00.

Fees: (enter number of each requested)

_____ \$75.00 per booth space for two days (October 24 and 25)

_____ \$50.00 per booth space **for only Friday** October 24 (not available for Saturday only)

_____ \$10.00 Electricity access (limited availability, priority by date request received,
and only available for two-day rentals)

_____ \$10.00 rent for 8-foot table (limited availability, priority by date request received)

_____ Total Fee*

Payment can be by check payable to St Paul's UMC or VENMO @StPaulsABQ

Registration Form can be emailed to ChristmasInOct25@gmail.com or mailed to



St. Paul's UMC
Attn: Christmas in October
9500 Constitution Ave. NE
Albuquerque, NM 87112

Only complete Registration Forms (including pictures and fees) are processed and need to be received by September 1, 2025. Completed registration forms will be processed in the order received. Fees for applications not approved will be refunded.



St. Paul's UMC

Arts and Craft Show Rules (Page 1 / 2)

ChristmasInOct25@gmail.com

(505)549-4260

Invitation

Help us celebrate our 39th Christmas in October Arts and Craft Show. We would like to thank all who previously participated and made our previous shows a success. We welcome both former and new crafters to this year's event.

2025 Show Information:

Place: St. Paul's UMC

9500 Constitution Ave. NE, Albuquerque, NM 87112

Set-Up: Thursday, October 23rd from 3 – 6 pm

Friday, October 24th from 7:30 – 9 am

Show: Friday, October 24th and Saturday, October 25th from 9-4 pm

Booth Size: 8 feet wide, 6 feet deep

Booth Fee: \$75.00 per booth space for two days

\$50.00 per booth space **for only Friday** (not available for Saturday only)

\$10.00 Electricity access (only available for 2-day rentals)

\$10.00 Rent of a provided 8-foot table

Both electricity access and table rentals have limited availability, and requests will be processed in the order that completed registration forms are received.

Display: Booth displays and chairs must be contained within the area allotted to comply with the Albuquerque Fire Department safety codes and show rules. Any vendor-owned table and skirt must be fire resistant and meet Albuquerque Fire Department rules. Fire Inspection will occur Friday morning, and failure to comply with Fire Dept rules might result in removal if not corrected.

Electricity: Only those requesting and approved will have electricity access. Because of a limited number of circuits and outlets, a maximum of 200 watts per wall booth is allowed. New Mexico law requires power strips and 14-gauge extension cords, which must be secured to the floor with duct tape. Vendors will provide their own power strips and cords. Approved vendors can plug in only **ONE** power cord or power strip. No exceptions. No personal heaters or fans allowed in wall booths. No center booths may access electricity.

Vendor Material: Nothing may be nailed, tacked, taped, or displayed on St Paul's walls, doors, or floors, or on any exterior location on St. Paul's United Methodist Church property.

Refunds: Refunds cannot be provided after October 1, 2025. Refunds are subject to a \$10 processing fee. All fees will be refunded if any event dictates cancelling the event.



St. Paul's UMC

Arts and Craft Show Rules (Page 2 / 2)

Liability:

Neither St. Paul's United Methodist Church, St. Paul's Christmas in October Arts and Craft Show, any St. Paul's UMC organization, nor any St. Paul's UMC member, attendees, their partner, guest, children, guardians, relatives, or service animals are responsible for

1. any damage, loss or misplacement of any exhibit, booth materials, merchandise, or any content within your booth space(s) during the show set-up and 2-day show, and
2. any personal damages or injuries while on St Paul's UMC property from October 23 through October 25.

Vendors accept responsibility for any damage or injury they may incur or cause to another person or damage to Chapman Hall, tables, chairs, show visitors, show vendors or any other vendor's display, merchandise, materials, or content. By signing your registration form, vendor releases St. Paul's United Methodist Church, St. Paul's Christmas in October Arts and Craft Show, any St. Paul's UMC organization, and/or any St. Paul's UMC member, attendees, their partner, guest, children, guardians, relatives or service animals' owners from any civil actions, lawsuits, compensation of any form, legal fees, or damages of any type.

St. Paul's UMC reserves the right to reject any application for any or no reason.

Craft Booth Rules:

- Items **MUST** be handcrafted.
- A person must be present in booths for all show hours open to the public.
- Tables must remain in contracted locations. You may use your own set-up in your booth's physical boundaries. No loud or excessive music.
- Candy, cookies, other home-baked items, jelly, or any consumable item must get prior permission from St. Paul's Craft Show Committee. You must possess a valid Health Department license to produce upon request.

Food: The Chapman Hall Kitchen will provide breakfast, lunch, and snack items for purchase at a reasonable price during show hours.

Prohibited Items:

No tobacco products of any type (cigarette, e-cigarettes, cigar, snuff, chewing tobacco, or snuff pellets) are allowed inside St. Paul's UMC property.

No firearms, fireworks, weapons, alcoholic beverages, or illegal drugs of any kind are permitted on St. Paul's UMC property.

Publicity: We plan to advertise using the Albuquerque Journal, newsletters, Facebook, signs, and other media. We will display information on our website and electronic sign. Flyers will be available for you to distribute to business locations, other crafters, friends, and neighbors.

Vendor Parking: Please park in the back lot on the Southeast side of St. Paul's UMC to provide parking spaces for your customers. We can make special arrangements for vendors in need of handicapped parking.

Thank you for being a part of our Christmas in October Arts and Craft Show as a showplace for your talents.