DOMINICAN MAKERS MARKET

Thursday, October 8, 2026 5pm – 8pm

VENDOR AGREEMENT

We invite you to participate in **Dominican Makers Market** that will take place in conjunction with "Cocktails in the Courtyard."

We invite our Dominican Community. It is a private, ticketed event. This year, we are happy to add the Makers Market to Cocktails in the Courtyard!
We hope you will join us.

Please provide contact information:

Name:_____Dominican Class of _____

Company Name: _____

Address:_____City:_____

State/Zip: _____ Phone: _____ Cell:_____

E-mail (REQUIRED):_____

Company Representative: _____ Cell:_____

Vendors must be 18 years of age or older.

On site booth Representative (if different from above): _____

Products being offered: _____

Thursday, OCTOBER 8, 2026, 5PM – 8PM

COCKTAILS IN THE COURTYARD WITH MAKERS MARKET

(Makers Market will be available to attendees of Cocktails in the Courtyard only)

☐ Artisan/Craft Vendor – 10 x 10 outdoor space $50.00 $_____

Method of Payment: (Please Include Payment with this Application)

☐ Check (Payable to: St. Mary's Dominican High School)

Return to:

Celeste Shelsey Anding '82
Alumnae Director
St. Mary's Dominican High School
7701 Walmsley Avenue
New Orleans, LA 70125

Phone: 504-865-7823
e-mail: canding@stmdhs.org

Credit Card Number_____

NAME ON CARD_____

Expiration date_____**Security code**_____**Zip Code**_____

Signature_____

PAYMENT POLICY

Applications must include PAYMENT IN FULL in order to finalize your vendor opportunity. You must include a signed copy of this form that includes the acceptance and hold harmless documents for a completed registration.

ACCEPTANCE

The terms and conditions of this agreement are satisfactory and are hereby accepted. All vendors participating in the Dominican Market also agree to abide by the guidelines as set forth in the attached document by St. Mary's Dominican High School and agree to the Hold Harmless Agreement attached. Each vendor is responsible for the safekeeping of his/her property during market hours.

HOLD HARMLESS

I/We the undersigned crafter/exhibitor, hereby acknowledge that St. Mary's Dominican High School, Dominican Sisters of Peace, nor any officials connected with this event, will be responsible or any loss or damages to my work or property, or for any personal injury to myself or any assigned operator of my booth during the course of the event.

All vendors agree and are covenant to indemnify, defend and hold harmless St. Mary's Dominican High School, Dominican Sisters of Peace, it's officers, directors, volunteers, officials, employees and agents from and against any and all liabilities, claims, suits, causes of action for whatever nature or type (including, but not limited to cases of action based upon tort, strict liability or otherwise), and all attorney fees, costs and expenses incidental thereto, which may arise or in any way be connected, directly or indirectly, with vendor participation in the Dominican Makers Market. This agreement is absolute personal to the vendors and is not limited by the insurance coverage which a vendor may have in place. I/We agree to abide by the vendors rules contained in this document for Dominican Makers Market.

Signature: _____

Dominican Makers Market Vendor Rules & Regulations (Keep for your records):

1. Vendor applications are accepted on a first-come, first-served basis, and are accepted or rejected at the sole discretion of the Market Committee. Priority will be given to Dominican alumnae, parents, faculty, and friends of Dominican Community based on the market's need to maintain a variety of vendor offerings. If there are requests by multiple vendors offering similar items, the Market Committee will attempt to coordinate with all vendors on product and placement in an effort to accommodate all. However, if the Committee declines a vendor's participation, the application fee will be returned.

2.Vendors will be allowed to display/sell Dominican items, i.e., items that use or bear the St. Mary's Dominican High School name, image or logo, **only** with the written approval of the Market Chairmen. Please email include a photo or picture of the item with this application.

3. Vendor will supply his/her own booth signage, electrical equipment- excluding generators and the manpower to set up and take down. Vendors will not be allowed to adhere anything to any Dominican wall or surface.

4.Vendor will be given an 10 ft X 10 ft space adjacent to Cocktails on the Courtyard area.

5.No open **flame or glitter** will be allowed. Scents will be controlled and subject to approval of Market Chairmen.

6. Vendor may have up to three (3) representatives on site at Dominican Makers Market.

7. All items in the booth must be appropriate for **family viewing**. Please limit decorative enhancements to your 10ft x 10ft booth area.

8. **Cancellations** will be accepted no later than 3:00 PM on Monday, October 5, 2026. No refunds of ANY prior payments will be made for cancellations after that date and time. If a vendor needs to cancel, please call the cell phone of Celeste Anding, Alumnae Director at 504-319-3669.

9.The City of New Orleans and the State of Louisiana will require licenses and the filing of taxes. Dominican will submit vendor names to whatever governmental entity may request such. It is the vendors responsibility to arrange payment for all applicable taxes.

10. Confirmed vendors are NOT transferable. **Shared booths** MUST be disclosed and will only be allowed on a limited basis.

11. Dominican Security will be on campus. Please follow all instructions as given by Dominican Security Personnel.

12. **Set-up** is scheduled on Thursday, 10/8 from 3:30pm-5pm. Please be prompt.
Vendors will be allowed to unload their cars in the parking lot. If unloading in a "Prime" spot, please be considerate of other vendors and move your vehicle before continuing with set-up. Please enter the parking lot from **Burdette Street.** We ask that all vendors park on the street to allow customers to park in the parking lot.

13. St. Mary's Dominican School buildings will **not** be open, and tours will not be available on the day of the Art Market.

14**. Teardown** will be allowed on Thursday, 10/8/2026 from 8pm until 9pm.

Any vendor not complying with the Dominican Makers Market Rules and Regulations set forth herein by St. Mary's Dominican High School may forfeit participation in future Dominican Makers Market as well as any other St. Mary's Dominican High School event. In addition, the Market Chairpersons reserve the right of removal of any booth vendor on the day of the event for failing to comply with the Rules and Regulations set forth herein.

Thank you!

Market Chairpersons

Celeste Bergeron McCann'77

Madelyn Westholz Maldonado'10

Celeste Shelsey Anding'82
Alumnae Director