



EAST HILLS

Holiday Craft Fair Vendor Application 2025

Date: November 8, 2025

Setup: 8AM to 9AM

Show Time: 9AM to 2PM

Tear-down: 2PM to 3PM

Place: East Hills Community Church (Parking Lot)
20660 Orange Terrace Pkwy, Riverside, CA 92508

Thank you for wanting to participate as a vendor! The East Hills Holiday Craft Fair is an outdoor event for the community. Come join us for a day of fun, featuring local crafters, handmade jewelry, art, homemade food, unique gifts and a free holiday craft activity for the kids!

Vendor Information

Name: _____ Phone: _____

Business Name: _____ Email: _____

Type of Merchandise: _____

Vendor Space Details

Each Vendor Space (10'x10') accommodates one EZ-UP. Please provide your own EZ-UP, tables and chairs that you will set-up / tear-down.

Fee and Signature

Application fee: 10% of sales up to \$25.00 max (paid at end of event)

Payable to: East Hills Community Church, **20660 Orange Terrace Pkwy, Riverside, CA 92508**

Any Questions, please contact:

Jennifer Flores (951) 254-4397 or jennnds.email@yahoo.com.

Deadline for this vendor application is November 2, 2025.

I have read and will abide by the EHCC Vendor Agreement (on the following page).

Signature: _____ Date: _____



EAST HILLS

EHCC HOLIDAY CRAFT FAIR VENDOR AGREEMENT 2025

HOURS: Advertised hours are from 9AM to 2PM on Saturday, November 8, 2025.

SET-UP/TEAR-DOWN: Setup is 8AM to 9AM. Tear-down is from 2PM to 3PM.

SPACE: Each vendor will be designated 1 space only. Each space is approx. 10'x10' (1 ½ parking space widths) and accommodates one EZ-UP. Vendor must provide their own EZ-UP, table, chairs and coverings. (NOTE: Weights for EZ-UPS are recommended as the wind can be strong at times). Vendors must be open during the entire Craft Fair. (If a Friday forecast shows rain for Saturday, the event will be moved inside). Only 28 spaces are available and are on a first-come, first-served basis.

DISPLAYS: All displays must remain entirely within the space reserved. Aisle space must not be infringed upon. Suggestion: Have a business name or logo to display.

MERCHANDISE: Only handcrafted products are allowed. No dealers or sales/marketing representatives will be allowed.

PAYMENTS: Please bring your own cash/change. Have your Zelle/Venmo info or QR code ready to give to customers. Note: if using digital cash apps, EHCC wi-fi is not typically available. Please bring a hotspot.

DONATIONS: The EHCC Women's Christmas Luncheon (first Saturday of December) is in need of any leftover products to be included in a Raffle. If you would like to donate anything please contact us towards the end of the Craft Fair.

YOUTH: Anyone under the age of 18 is welcome to have a booth, but must be accompanied by an adult at all times.

FOOD: If you are selling food (i.e. cookies), you must list the ingredients on each product, and you must say "Made in a Home-based Kitchen". A small sign for your food table will also be provided by EHCC and must be displayed.

GUIDELINES: Vendor will not rent out his/her assigned space at any time. Vendor will be responsible for any required permits, licenses, or taxes required by the county or state.

PHOTOGRAPHY: EHCC is permitted to take photographs of the booths and vendors and use these photographs for advertisements or promotional purposes.

DISCLAIMER: Vendor agrees to hold EHCC and its volunteers harmless from any liability, loss, or damage that may occur during set-up, tear-down, and the event.

PROHIBITIONS: Open Flames, Smoking, Alcohol, Drugs, Loud Sound Systems, Noisy Generators, Firearms, Weapons or Toy Weapons. Depictions of Alcohol or Drugs and other Offensive, Vulgar, Controversial, or Illegal items. EHCC reserves the right to ask vendors to remove any items or depictions they find inappropriate from their booth during the show.

<https://www.easthills.info/craft-fair>