The Artisan Market at Heritage Lights
2026 Vendor Application

Check all dates/times you would like a booth
Parade is on December 12th 4:30 pm

- ☐ Friday, December 11th - 5 pm to 7: 30 pm ($25)
- ☐ Saturday, December 12th - 12 pm- 7:30 pm ($50)
- ☐ Saturday, December 12th- 5pm-7:30 pm ($25)
- ☐ Friday, December 18th - 5 pm to 7: 30 pm ($25)
- ☐ Saturday, December 19th - 12 pm- 7:30 pm ($50)
- ☐ Saturday, December 19th- 5pm-7:30 pm ($25)

*Please note that this year we have expanded hours.

Business Name	
Contact Name	
Address	
Phone	
Email	
Website/socials	
Product Description	

Payments
Once approved you will receive an invoice which can be paid online or in person at the museum.
Vendor Fees $25 & $50 (cash, card, or check)
Make Checks payable to Umatilla County Historical Society

We provide one 6 foot table, if you do not need one please let us know.

Things to know:
1. You are not approved until UCHS staff has sent you an invoice.
2. You are confirmed once payment has been received.
3. Vendor space size (approximate): Indoor 6 x 6
4. Friday evenings can be slower than Saturday's depending on what else is happening in town.

Terms & Conditions

1. Applications will be processed in the order they are received. No duplicate vendors will be accepted. Submitting an application does not guarantee you a space.
2. Cost is per date and once your application is approved, payment is required to confirm your space. Payment may be made via cash, credit card or check (Payable to Umatilla County Historical Society). You may pay at the museum, by mail, or online at www.heritagestationmuseum.org
3. Returned checks will be charged our bank fee.
4. Vendor spots will be located indoors. UCHS will work to accommodate location requests but reserves the right to determine final booth location. Booth size (approximate): Indoor is 6x6
5. Set– up begins approx. 2 hours before the event.
6. Vendor will provide all equipment necessary to run the booth. 1 table and 2 chairs will be provided by UCHS for the winter market if requested.
7. Vendor takes responsibility for any damages or incidents that occur at his/her booth.
8. Vendor will only sell items that are legally allowed under city, state, and federal law.
9. Vendor will be responsible for any required permits, licenses, or taxes required by the city, county, or state.
10. UCHS often takes photographs of our events (including vendors and attendees) for day of and future promotional purposes which includes our social media accounts. If you would not like to be included please indicate this when submitting your application.
11. No Dogs will be allowed on site with the exception of service animals as defined by the ADA.gov website, emotional support animals do not qualify under the ADA as a Title II or Title III trained service animal.
12. Violators of the conditions & terms of this agreement will be asked to cease operating their booth & will forfeit their fee payment. They may also not be allowed to participate in any future UCHS events.
13. UCHS reserves the right to limit the number of vendors at each event.

Please direct questions to Rowan Treadwell Rowan@heritagestationmuseum.org
PO BOX 253, Pendleton, OR 97801

Approved?_____ Invoice Sent_____
Payment Received _____ Cash/CC/Check #_____
Added to vendor map?_____
Notes: