



Revised: 20250201

*24<sup>th</sup> Annual German Christmas Market*  
*“Weihnachtsmarkt”*  
*Sussex County Fairgrounds, Augusta, NJ*

In 2025 we will celebrate our 24<sup>th</sup> German Christmas Market. As a 501(c)(3) Charitable Foundation, the committee has donated over \$620,000 to local charities that help our friends and neighbors in need.

The 2025 German Christmas Market of New Jersey will be held at the Sussex County Fairgrounds on Friday 12/05 (10am – 8pm), Saturday 12/06 (10am – 8pm), and Sunday 12/07 (10am – 5pm).

Please note the following:

- Vendor applications (New and Returning) are reviewed via a jury selection process. Preference goes to unique, craft and artisan merchandise that is not mass-produced or widely available. Buy/sell items, especially those sourced from foreign wholesale manufactures, will be scrutinized and may not be allowed.
- Vendors are not allowed to sell merchandise containing Cannabis or Hemp products (CBD, CBG, etc.).
- Vendors are required to provide copies of Children’s Product Certificates from the Consumer Safety Product Commission for any merchandise typically purchased for children 12 years old and younger.
- Vendors are not allowed to sell merchandise protected by trademark or copyright without a license.
- All vendors must sign the GCMNJ’s Vendor Contract. The contract will be sent to you after you have been accepted and agreed to a specific vendor space.
- Please do NOT send payment with your application. After you have been accepted and agreed to a specific vendor space, GCMNJ will send invoices for your fee.
- GCMNJ reserves the right of application denial based on quality, sourcing and Vendor variety in addition to other conditions listed in the GCMNJ Vendor Contract.

We look forward to another successful year, and we thank you for your interest!

**GCMNJ Vendor Coordinator contact info (create contact in your email to minimize junk mail problems):**

Email: [Vendors@GermanChristmasMarketNJ.org](mailto:Vendors@GermanChristmasMarketNJ.org)

Phone: 973-259-6765

Mailing address:

German Christmas Market of New Jersey

Scott Foy, Vendor Coordinator

P.O. Box 1771

Sparta, NJ 07871

## IMPORTANT DATES AND INFORMATION

February 1<sup>st</sup>, 2025:

Returning Vendor application portal opens.

February 28<sup>th</sup>, 2025:

Latest date for Returning Vendors to request priority placement (keep same space or move to different space).

- Returning Vendors from our 2024 Market that apply on or before February 28<sup>th</sup> can request to keep their same space(s) or request to move to a different location.
- We will begin working the Returning Vendor move requests as soon as we have a clear picture of the vacancies (eg which Returning Vendors want to keep their same space, who wants to move, and who didn't apply in time).
- Returning Vendor applications received after February 28<sup>th</sup> will be processed along with New Vendor applications in the order they are received – priority placement requests will not be honored after February.

March 15<sup>th</sup>, 2025:

New Vendor application portal opens.

May 1<sup>st</sup>, 2025:

Invoices (50% of the fee) sent to accepted vendors. Payment is due immediately. Failure to pay on time may result in loss of your allocated space(s).

August 1<sup>st</sup>, 2025:

Invoices (remaining 50% of fee) sent to accepted vendors. Payment is due immediately. Failure to pay on time may result in loss of your allocated space(s).

September 30<sup>th</sup>, 2025:

Latest date to cancel your application without penalty. After this date, should you need to cancel, your vendor fees are deemed non-refundable.

October 2025:

Setup & Market instructions will be sent to all Vendors.

November 1<sup>st</sup>, 2025:

Latest date to apply for Permits from Frankford Township & Sussex County. Frankford Township and Sussex County may reject permit applications received after November 1<sup>st</sup>.

November 15<sup>th</sup>, 2025:

Latest date to provide COIs to Vendor Coordinator.

December 4<sup>th</sup>, 2025:

Vendor setup day. Setup is Thursday ONLY. Vendors will NOT be allowed to setup on the morning of Friday, December 5<sup>th</sup>.

The German Christmas Market of New Jersey opens to the General Public on these dates:

Friday, December 5<sup>th</sup> 10 AM – 8 PM

Saturday, December 6<sup>th</sup> 10 AM – 8 PM

Sunday, December 7<sup>th</sup> 10 AM – 5 PM

Vendors must be ready to sell no later than 9:30am each day.

Sunday, December 7<sup>th</sup>:

No earlier than 5PM, Vendors take down their setup and products.

## GCMNJ APPLICATION FOR RETURNING VENDORS

This early application is only for RETURNING VENDORS from our December 2024 Market. New Vendors and vendors that participated in our previous Markets in 2023 or earlier, please DO NOT submit this application – your application will not be processed. We will open the New Vendor application portal on or about March 15<sup>th</sup>. Keep an eye on the application section of our website for more information: <https://www.germanchristmasmarketnj.org/applications>

A. Name of Your Business:

1. Mailing Address:
2. Website:
3. Social Media:

B. Primary Contact Name:

1. Email Address:
2. Cell Phone Number:

C. Alternate Contact Name:

1. Email Address:
2. Cell Phone Number:

D. Electrical Requirements – list all electric devices you will be using and their wattage ratings (please google the answer if you don't know). At a minimum, all vendor spaces have access to a standard 15 amp / 1,500 Watt outlet. Requests to exceed 1,500 Watts per vendor space will be considered on a case-by-case basis.

E. Merchandise Categories. Select **NO MORE THAN 5 CATEGORIES** that best describe your primary items.

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Accessories (Belts)            | <input type="checkbox"/> Accessories (Gloves)            | <input type="checkbox"/> Accessories (Hair)           |
| <input type="checkbox"/> Accessories (Handbags)         | <input type="checkbox"/> Accessories (Hats)              | <input type="checkbox"/> Accessories (Misc)           |
| <input type="checkbox"/> Accessories (Scarves)          | <input type="checkbox"/> Accessories (Tote & Beach Bags) | <input type="checkbox"/> Art (Cloth, Paper)           |
| <input type="checkbox"/> Art (Drawings)                 | <input type="checkbox"/> Art (Framed)                    | <input type="checkbox"/> Art (Glasswork)              |
| <input type="checkbox"/> Art (Metalwork)                | <input type="checkbox"/> Art (Oil Paintings)             | <input type="checkbox"/> Art (Other)                  |
| <input type="checkbox"/> Art (Photography)              | <input type="checkbox"/> Art (Stained Glass)             | <input type="checkbox"/> Art (Watercolor Paintings)   |
| <input type="checkbox"/> Art (Woodwork)                 | <input type="checkbox"/> Bath & Beauty                   | <input type="checkbox"/> Beeswax Products             |
| <input type="checkbox"/> Books                          | <input type="checkbox"/> Clothing                        | <input type="checkbox"/> Décor (Candles)              |
| <input type="checkbox"/> Décor (Ceramic, Pottery)       | <input type="checkbox"/> Décor (Gardening)               | <input type="checkbox"/> Décor (Glass)                |
| <input type="checkbox"/> Décor (Holiday)                | <input type="checkbox"/> Décor (Home Exterior)           | <input type="checkbox"/> Décor (Metal)                |
| <input type="checkbox"/> Décor (Ornaments)              | <input type="checkbox"/> Décor (Other)                   | <input type="checkbox"/> Décor (Pillows)              |
| <input type="checkbox"/> Décor (Signs)                  | <input type="checkbox"/> Décor (Stained Glass)           | <input type="checkbox"/> Décor (Tablecloths, Runners) |
| <input type="checkbox"/> Décor (Throws, Quilts)         | <input type="checkbox"/> Décor (Towels)                  | <input type="checkbox"/> Décor (Wood)                 |
| <input type="checkbox"/> Décor (Wreaths)                | <input type="checkbox"/> Drinks/Beverages                | <input type="checkbox"/> Eco / Upcycled Items         |
| <input type="checkbox"/> Food                           | <input type="checkbox"/> Furniture                       | <input type="checkbox"/> Incense / Scented Wares      |
| <input type="checkbox"/> Jewelry (Beads)                | <input type="checkbox"/> Jewelry (Gemstones)             | <input type="checkbox"/> Jewelry (Gold)               |
| <input type="checkbox"/> Jewelry (Other)                | <input type="checkbox"/> Jewelry (Silver)                | <input type="checkbox"/> Jewelry (Stainless Steel)    |
| <input type="checkbox"/> Kitchenware (Ceramic, Pottery) | <input type="checkbox"/> Kitchenware (Glass)             | <input type="checkbox"/> Kitchenware (Misc)           |
| <input type="checkbox"/> Kitchenware (Wood)             | <input type="checkbox"/> Knick Knacks                    | <input type="checkbox"/> Outdoor Recreation           |
| <input type="checkbox"/> Pet Accessories                | <input type="checkbox"/> Pet Food                        | <input type="checkbox"/> Sports Memorabilia           |
| <input type="checkbox"/> Toys, Games, Puzzles           | <input type="checkbox"/> Write In:                       |   |



G. Placement for 2025: Do you want to stay in the same space(s) that you had in 2024?

Reference the **VENDOR MAPS** on the Application portion of our Website for vendor space details.

<https://www.germanchristmasmarketnj.org/applications>

**Keep Same Space(s) as 2024** (If you want to keep the same space(s), skip the rest of this section.)

**Move To Different Location(s) If Possible**

If you want to move to a different location, please indicate your preferences below. Write #1, #2, etc. to prioritize your requests and add other notes as necessary. We will start working move requests in the March timeframe after we know the available vacancies. Returning Vendors have priority to keep their space(s) whenever possible.

**RICHARDS BUILDING: Heated Building, 10'x10' Spaces = \$825, Corners = +\$25**

**4-H BUILDING: Heated Building, 10'x10' Spaces = \$825**

**HUTS: Not Heated, 12'x10' = \$850**

**TANNENBAUM TENT: Not Heated, 10'x10' Spaces = \$775, T-1 & T-20 = +\$25**

**PAVILIONS #2 & #3: Not Heated, 15'x10' = \$725**

**PAVILION #4: Not Heated, 15'x10' = \$750**

**PAVILION #5: Not Heated, 15'x10' = \$775**

**OUTSIDE FOOD VENDOR SPACE: Not Heated, \$775**

**FOOD TRUCK: \$775**

## **APPLICATION SUBMISSION**

Please carefully review your application to ensure you have answered all applicable questions.

### Reminders:

- Do not send money with your application. We will send an invoice for 50% of your fee on 05/01/2025 and another invoice for the remaining 50% of your fee on 08/01/2025. Payments will be due immediately upon receipt of the invoices.
  - Your fees will be fully refundable if you cancel on or before 09/31/2025.
- After we notify you of your vendor space locations(s), we will send you a GCMNJ Vendor Contract for signature. Your vendor space locations are not final until we receive your signed GCMNJ Vendor Contract.
  - Insurance requirements (COIs) are the same as 2024, except the “Damage to Rented” limit is now \$50k. The COI requirements will be explained in detail on the GCMNJ Vendor Contract.

### **To Submit This Application, Please Do One of the Following:**

1. **(Preferred Method): Save the completed form to your computer, then email it to me.**
2. **Print the form, scan the completed form (or take pictures of each page), then email the scanned document or pictures of each page to me.**
3. **Print the form, then mail the completed form to me via USPS or another mail service.**

**Email Address: [Vendors@GermanChristmasMarketNJ.org](mailto:Vendors@GermanChristmasMarketNJ.org)**

### **Mailing Address:**

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