



*Thursday, December 4, 2025 – Saturday, December 6, 2025*



Each day, we will attempt to have a feature activity to bring students, faculty, staff and the public in to shop and observe.

**Pertinent Information:**

- Space fee is \$60.00 per day. Participants are permitted ONE SPACE ONLY. There will be a limit on how much merchandise you will be allowed to bring into the Museum. The Museum will provide the table – you must decorate it yourself. (We prefer African print).
- If you are staying more than one day consecutively, you may leave your merchandise up. If you are staying for one day, you must pack up your wares and be ready to exit the building before close of business – 5:00 p.m.
- No guarantee of sales.
- The preference is quality, handcrafted items and original art. Select items may be exempt of the craft rule.
- There will be no subletting of spaces.

**Regulations:**

- Marketplace time – Thursday, December 4, 10 am – 4 pm, Friday, December 5, 10 am – 7 pm, Saturday, December 6, 10:00 am – 4:00 pm
- Set-up time begins at 2:00 p.m. on Wednesday, December 3, 2025

**Application procedure:**

- Please read and carefully complete the attached application.
- Your space will be assigned to you on Wednesday, December 3.
- Fee of \$60.00 per day is for one space, one vendor. Application and fee must be submitted by Friday, November 21, 2025.
- Checks should be made payable to **Hampton University Museum**

**Mailing Address:**

Boyd Smith  
Associate Curator/Director  
of Membership and  
Community Programs  
Hampton University Museum  
200 William R. Harvey Way  
Hampton, VA 23668



# 31st Annual Holiday and KWANZAA MARKETPLACE



## Vendor Application

Hampton University Museum 31st Annual Holiday and Kwanzaa Marketplace

Please be sure to include all of the following:

- Completed application signed
- Selection of dates you would like to sell and/or demonstrate your craft
- Check or Money Order with the Appropriate Fee made payable to: Hampton University Museum
- All checks will be sent through HU accounting the day that they are received

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Telephone: \_\_\_\_\_  
Cell

Email: \_\_\_\_\_

MANDATORY description of items for sale. List and describe everything you plan to sell. Attach or email a photograph)

Date Selection: Check the date you would like to sell your item(s). Check the box that applies to you:

<input type="checkbox"/> Thursday, Dec. 4, 2025	<input type="checkbox"/> Sell	Fee \$60.00 _____
<input type="checkbox"/> Friday, Dec. 5, 2025	<input type="checkbox"/> Sell	Fee \$60.00 _____
<input type="checkbox"/> Saturday, Dec. 6, 2025	<input type="checkbox"/> Sell	Fee \$60.00 _____
		Total: _____

I understand and agree to requirements to participate in the 31st Annual Holiday Kwanzaa Marketplace.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Questions or concerns: Contact Boyd Smith, [billy.smith@hamptonu.edu](mailto:billy.smith@hamptonu.edu), 757.727.5980