

2017 Kaukauna High School Holiday Craft Fair

Date: Sunday, November 5, 2017

Location: Kaukauna High School 1707 Cty Rd CE Kaukauna WI 54130

Time: Registration & Set –up: 6:30am -8:30am

All Exhibitors must check in by 8:30am. Booth assignments will be given at time of check in. Kaukauna Boys Hoops Club members will be available to assist with unloading and reloading of your vehicles.

Show Time: 9:00am-3:00pm

Eligibility: All items must be handcrafted. Absolutely No commercially made product, or business will be accepted. All artists and craft persons will be juried. Please submit three recent photos of your work and one photo of your booth. **Returning vendors do not need to submit photos.** Photos will be returned. The committee reserves the right to ask any vendor not complying with the eligibility rules to leave the show, entry fee will be forfeited. We observed and had several complaints last year about vendors selling purchased items. They will not be invited back.

Entry fee: **\$60.00** per 10x10 foot exhibit space. **Limit 2.** Entry fee will be returned if your entry is not accepted. There is an additional **\$5.00** fee for spaces with electricity. There are a limited number of electrical sights.

Display: Exhibitors will be responsible for creating an attractive display. Exhibitors must supply their own tables and display, chairs will be provided. All tables must be skirted to the floor and all boxes and supplies must be stored out of sight. NO Signs stating Final Clearance or SALE are allowed. Vendor displaying their company name must be visible on one side only.

Drawing: A drawing will be held during the event if you wish to donate an item of your work, please indicate this on your application. Your item will be collected the morning of the Fair.

- **Application instructions: Complete application and return bottom half along with operator/tax form by November 1, 2017 or until full.**
- **If both forms are not received with your check the application will not be considered.**
- **Please do not contact the High school. Enclose a check, payable to Kaukauna Boys Hoops Club with your registration, sales tax form along with photos of your work (if you are not a returning vendor) to the address below. Include a Self-addressed stamped envelope or your email address for your confirmation.**

For more information contact: Sandy Coenen 2808 Glenview Ave Kaukauna WI 54130 920-759-9776 or woodsandivy@aol.com

Clip and return with appropriate fee to the above address. Please keep top portion for your info.

Name _____ Phone: _____
Address _____ City _____ St _____ Zip _____
Business Name _____ Email _____
Description of work _____
Of Spaces _____ Electricity (yes) (no). I will donate and item for the raffle. _____

I have read and understand the rules and agree to observe them. I assume all responsibility for my display and release Kaukauna High School, its officers or agents from any loss, damage or physical injury during the Craft fair.

Signature _____ Date _____