

**CONANT HIGH SCHOOL'S 38th
ANNUAL ARTS & CRAFT FAIR
Saturday, October 21, 2017
9 am – 4 pm
700 EAST COUGAR TRAIL
HOFFMAN ESTATES, ILLINOIS 60169**

Booth Spaces	Booths are 10' wide by 6' deep. Displays must be no higher than 6'. If you go beyond 6', you will be asked to take your display down. Also, all displays must also stay within your 10' x 6' area.
Fees	Booths: \$55. Tables: \$15. Electricity: \$15. If requested, up to 2 chairs will be provided per booth free of charge.
Raffle	All crafters are required to donate an item for the craft fair raffle (suggested retail value: \$15- no gift certificates from your company allowed).
Display Items	All items must be handmade. However, we allow a small number of direct sales vendors (such as Pampered Chef, Avon).
Photos	At least two photos of the items being sold must be submitted.
Registration	Booths are filled on a first come, first served basis. Returning crafters can reserve the same booth if application is postmarked by May 31, 2017 with some exceptions. Returning direct sales vendors: applications must be in by Nov. 30, 2016 to reserve a booth. Jewelry vendors: booths are filled on a first come, first served basis (no preference given to returning crafters).
Confirmation	Crafters will be notified soon after the application is received as to whether or not they are accepted. Confirmation letters with booth assignments will be sent out at the beginning of October.
Cancellation	Refunds for cancellations will be given prior to Aug. 21st. You will receive half your money back between Aug. 21st and Sept. 21st. After Sept. 21st no refunds will be given. No exceptions.
Set-Up	The school will be open at 6:15 am for set-up. Volunteers will help crafters unload their cars. After unloading, please park your vehicle away from the entrance to allow customers easy access to the craft fair. If you have not checked in by 8:30am we reserve the right to give your booth to another crafter.
Food	The Booster Club concession stand will be open all day. An order form will be in your welcome packet. Volunteers will be available to deliver lunch during the fair.
Photography	Taking pictures/videos of other crafter's displays is NOT permitted. You won't be allowed back if you do so.

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Last Name:		First Name:	
Company Name (optional):			
Street Address:			
City:	State:	Zip:	
Phone #:	Email:		
Description of Product(s):			
Special Requests:			
Crafter in 2016? YES NO		If yes, do you want the same booth? YES NO	
CASH / CHECK		CHK # _____	

ITEM	DETAILS	FEES	TOTAL DUE
Booth Fee	10' wide x 6' deep (<u>mandatory</u>)	_____ x \$55 = \$_____	\$
Electricity Fee	\$15 charge per hook up	_____ x \$15 = \$_____	\$
Table Fee	Tables are 8' long (optional)	_____ x \$15 = \$_____	\$
Chairs	Free. Max. 2 per booth. If no number is selected you <u>will not</u> receive chairs the day of show.	CHAIRS: Please circle amt. needed 0 1 2	
TOTAL DUE	Please make checks payable to CONANT BOOSTER CLUB		\$

RELEASE

As an exhibitor at the CONANT BOOSTER CLUB ARTS & CRAFT FAIR being held on October 21, 2017, I will not hold the Conant Booster Club and /or Conant High School legally responsible for accidents and/or damages that might occur to myself, my support staff, my merchandise, or my booth space.

Signed: _____ Date: _____
(Authorized Signature)

This application should be returned with your check made payable to **CONANT BOOSTER CLUB** to:
Tracy Gebhardt, 407 Woodcroft Lane, Schaumburg, IL 60173
(847) 619-3992 CHSCRAFTFAIR@YAHOO.COM