

## Dear Artist/Crafter:

It's back!!! The Lake Braddock Secondary School **Annual Arts & Craft Marketplace** will be held on December 8, 2018. We are so pleased to be able to bring back one of the biggest and most popular juried arts and craft shows in the region.

**THIS IS AN INDOOR EVENT!** Tables will line the hallways and booths will be setup in the gym. Handmade crafters and artists, parent and school groups, and home-based businesses will each have their own areas to showcase their work and products.

Efforts are made every year to enhance the experience of our exhibitors and customers, and incentivize traffic. Some of the benefits available to our exhibitors include:

\*\* Roving staff members and volunteers on site throughout day assigned specifically to help serve your needs during the event. Volunteers will be available to help unload your vehicle. In addition there will be reserved parking for vendors.

\*\* Free continental breakfast and coffee served 7-8:30am for all exhibitors.

\*\* Large, 10'X10' and 10'X8' booth spaces (electrical outlets optional), and tables that line the large school hallways

\*\* Overnight setup if you opted for a table on Friday from 4:30-6:30 (We will not be responsible for any items left). Booth setup will be Saturday morning from 6:30 a.m.-8:30 a.m.

\*\* Ongoing publicity efforts will include website and social media promotions for accepted exhibitors who provide photos and background statements

\*\* Limits on vendors selling the same or similar products

\*\* Strategic placement to avoid having similar vendors nearby or next to one another

Specific location space cannot be accommodated; however, there are a few corner/end spaces that are available for an extra charge of \$40. Corner/end spaces are limited and will be granted on a first-come, first-served basis. Note that the \$40 corner/end booth fee will be applied in addition to the regular booth fee (see attached application for rate). If the end spaces are sold out when your application is received, the \$40 fee will be refunded. **Note: As you can imagine, these spots sell quickly so please hurry.**

We look forward to seeing and working with you this year! You are encouraged to apply soon to benefit from the early and long-term publicity we will generate for this year's show. If you have any questions, please do not hesitate to contact:

Carrie Holmes, Chairperson at (571-205-9083), or  
Bob Gaylord, 2<sup>nd</sup> Vice President, LBSS PTSA at (703-338-3033).