

**CONANT HIGH SCHOOL'S 39<sup>th</sup> ANNUAL CRAFT FAIR**  
**Saturday, October 20, 2018**  
**9 a.m. – 4 p.m.**  
**700 EAST COUGAR TRAIL, HOFFMAN EST, IL 60169**

<b>Booth Spaces</b>	Booths are 10' wide by 6' deep. All displays must stay WITHIN your marked booth space and must be no higher than 6'. Selling and sampling allowed only in your booth area. If you go outside of your designated area or exceed the height limit, you will be asked to adjust accordingly.
<b>Fees</b>	Booths: \$55; Tables: \$15; Electricity: \$15; If requested, up to 2 chairs will be provided per booth free of charge.
<b>Raffle</b>	All crafters are required to donate an item for the raffle - suggested retail value: \$15. (NO gift certificates from your company allowed).
<b>Display Items</b>	All items must be handmade. However, we allow a small number of direct sales vendors (such as Pampered Chef, Avon, etc.).
<b>Photos</b>	At least two photos of the items being sold must be submitted.
<b>Registration</b>	Booths are filled on a first come, first served basis. Returning crafters can reserve the same booth if application is postmarked by May 31, 2018 with some exceptions. Returning direct sales vendors: applications must be in by Dec. 31, 2017 to reserve a booth. Jewelry vendors: booths are filled on a first come, first served basis (no preference given to returning crafters).
<b>Confirmation</b>	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 at the beginning of October.
<b>Cancellation</b>	Full refunds will be given prior to Aug. 20. For cancellations between Aug. 20 and Sept. 20, a half refund will be granted. After Sept. 20, NO refunds will be given.
<b>Set-Up</b>	Set-up begins at 6:15 a.m. Volunteers will be available to help unload cars. After unloading, please park your vehicle away from the entrance to allow customers easy access. You must check in at your assigned area by 8:30 a.m. If you have not checked in by 8:30 a.m. we reserve the right to assign your booth to another crafter.
<b>Food</b>	The Booster Club concession stand will be open all day. An order form will be in your welcome packet. Volunteers will deliver lunch during the fair.
<b>Photography</b>	Taking pictures/videos of other crafter's displays is NOT permitted. You won't be allowed back if you do so.
<b>Tear Down</b>	Our show is open until 4 p.m. If you take down your booth before 4 p.m. you will NOT be allowed to return for next year's event.
<b>NSF Checks</b>	All returned checks are subject to a \$15 bank fee. Repayment must be in the form of cash or a cashier's check only.

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<b>Last Name:</b>		<b>First Name:</b>	
<b>Company Name (optional):</b>			
<b>Street Address:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip:</b>
<b>Phone #:</b>		<b>Email:</b>	
<b>Description of Product(s):</b>			
<b>Special Requests (we will do our best, but are not able to accommodate all requests):</b>			
Crafter in 2017?   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.	<b>CHAIRS:</b> Please circle amt. needed <div style="display: flex; justify-content: space-around; width: 100%;"> <span><b>0</b></span> <span><b>1</b></span> <span><b>2</b></span> </div>	
TOTAL DUE	<b>Please make checks payable to CONANT BOOSTER CLUB</b>		\$

**RELEASE**

As an exhibitor at the CONANT BOOSTER CLUB ARTS & CRAFT FAIR being held on October 20, 2018, 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**

RECD \_\_\_\_\_  
RESP \_\_\_\_\_  
CONF \_\_\_\_\_