



**PARKWAY CENTRAL HIGH SCHOOL BAND
2014 ART AND CRAFT FAIR**

SATURDAY AND SUNDAY, NOVEMBER 8TH AND 9TH, 2014 from 10AM TO 4PM
396 NORTH WOODS MILL ROAD
CHESTERFIELD, MO 63017

2014 VENDOR APPLICATION

Vendors, please **print your last name in the box to the right** followed by the booth number if you are returning and would like to keep your spot.

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IMPORTANT DATES

3-15-14	RETURNING VENDORS DEADLINE TO REMIT COMPLETE APPLICATION INCLUDING PAYMENT to hold your spot for 2014 Fair.
10-1-14	LAST DAY TO CANCEL WITH FULL REFUND
October 2014	BOOTH ASSIGNMENTS are mailed to all vendors.

FEE SCHEDULE	Size	Base Price	Each Electrical Outlet	Each Rental Table	TOTAL FEE
Single Booth	6'X10'	\$ 80	() x \$5	() x \$15	\$ _____
Double Booth	6'X20'	\$160	() x \$5	() x \$15	\$ _____

PCH Craft Fair provides 2 chairs to each vendor. Vendors may bring their own table(s) at no cost. Rental Table are 6 feet long.

APPLICATION CHECKLIST

- APPLICATION FORM Completed, signed and dated
- FULL PAYMENT Checks only, payable to *Parkway Central Band*
- PHOTOS OR WEBSITE ADDRESS Photos are for our files and will not be returned. Returning Vendors need only provide if merchandise has changed. New Vendors MUST submit one photo of booth and a clear, close-up photo of at least one craft that is representative of all your merchandise OR if you have a website that showcases your booth and merchandise, please write the website address here.

- 1 SELF-ADDRESSED , STAMPED ENVELOPE Business size 4"X 9 1/2"
- No email? SEND EXTRA SELF-ADDRESSED STAMPED ENVELOPE

Mail to **Jaye Hague, Vendor Chair**
85 River Bend Drive
Chesterfield, MO 63017

Questions?
Call Jaye Hague
314-275-2150

<i>Office Use</i>	
CK#	\$

Please fill out form below

VENDOR NAME									
BOOTH/BUSINESS NAME									
ADDRESS					CITY				
STATE		ZIP				PHONE			
E-MAIL ADDRESS									
BRIEF DESCRIPTION OF CRAFT									

CRAFT FAIR RULES

- All county and state licenses, taxes, and sales taxes are the SOLE responsibility of the vendor.
- The Craft Fair Committee reserves the right to refuse ANY application without recourse.
- Vendors selling items deemed not primarily handmade by the Vendor, items not represented in application photos or on the vendor website, items deemed to be commercially made, items sold at home parties, or items deemed inappropriate for a school setting will be removed from the Fair without refund of fees.
- Vendors may not sell their booth to others nor may they share their booth with others whose merchandise has not been submitted for judging in the application process.
- The Craft Fair Committee provides security Saturday night, but it assumes no liability for loss, theft, or damage to Vendor booths, its contents or Vendor personal property.
- Vendors cancelling before October 1st will receive a full refund.
- Once a Vendor Application and payment has been received and accepted by the Craft Fair Committee, an Acceptance Confirmation will be emailed to the vendor or mailed if vendor has no email address.
- Any vendor whose check is returned for insufficient funds is responsible for paying a \$30 return check charge to the Craft Fair Committee and will not be permitted to participate in the Fair until all payments due are received in good funds.
- The Craft Fair Committee reserves the right to exclude from future shows Vendors who pack up their merchandise prior to the show closing on Sunday.

AGREEMENT

I have read the Craft Fair Rules and agree to abide by them. I agree to assume responsibility for my merchandise and personal property at all times beginning at the set up through the close of the Fair. I release Parkway Central High School Band, the Craft Fair Committee, and the Parkway School District and its employees of any liability for loss, theft, damage, or claims of any kind to any merchandise or personal property.

Signature

Dated