

OLMC CRAFT FAIR 2011 CONTRACT

If you wish to participate, please send the following items to us as soon as possible.

1. Completed copy of the contract. Must include a signature at the bottom of contract agreeing to the terms and conditions of the Craft Fair.
2. Check for the appropriate amount (payable to OLMC H&S Association).
3. Photograph of your craft(s), or website address containing pictures of your craft.
4. Include a self-addressed, stamped, letter size envelope for confirmation.
(If you prefer your confirmation by e-mail, please make sure your e-mail address is on your contract)

Retain this part of the contract for your records as the reverse side lists the terms and conditions that you as a participating crafter agree to honor by your signature on the contract.
In order to be accepted, your contract must be signed. Please make sure you complete both pages of the contract.

Please be advised that applications are accepted on a first come, first served basis and are numbered as they are received. We cannot accept any hand delivered applications. We will make every effort to accommodate specific requests. So please mail your application as soon as possible.

If you are unable to participate in this year's fair, but want to remain on our mailing list, please return a postcard or e-mail us at info@OLMCcraftfair.com. If you want to be removed from this list please email us back at info@OLMCcraftfair.com with the word REMOVE in the subject line.

All applications and inquiries about the Craft Fair should be sent to:

OLMC CRAFT FAIR
P.O. Box 1503
Doylestown, PA 18901

OUR LADY OF MOUNT CARMEL
2011 CRAFT FAIR CONTRACT

Terms and Conditions

- 1) The crafter will be responsible for any damage he/she may cause and will leave their space clean and orderly upon departure.
- 2) The crafter agrees to release Our Lady of Mount Carmel School and Our Lady of Mount Carmel Home and School Association from any loss due to fire, theft, breakage or other cause, and all liability for injury during the show.
- 3) **If participating as a crafter, the OLMC Craft Fair Committee reserves the right to have items removed that are considered not appropriately handmade. Items cannot be simply purchased for resale.**
- 4) Table assignments and electricity are assigned on a first come, first served basis. Spaces are assigned in the following order: 1- auditorium, 2- cafeteria, and 3- hallways. We will attempt to accommodate specific requests; however, we cannot guarantee the same table assignment from previous years.
- 5) All applications must be submitted by mail and will be numbered as received. Hand delivered applications will not be accepted.
- 6) **All accepted applications are non-refundable** . Applications and checks received after we are filled to capacity will be returned to the applicant.
- 7) Due to fire regulations, items cannot be placed in the aisles in front of the tables and all backdrops and screens must conform to your allotted space. **All open flames (candles, potpourri warmers, etc.) are prohibited.**
- 8) All crafters are obligated to stay through the close of the two-day Craft Fair. **No crafter may breakdown their booth before 4 PM on Sunday, November 6, 2011.**
- 9) Please take note of our set up schedule as it has changed from last year.

Set-up and fair hours are as follows:

Friday, November 4, 2011	*Tentative Set-up*	4 PM- 7 PM
Saturday, November 5, 2011	Set-up	7:30 AM- 9:30 AM
Saturday, November 5, 2011	Fair hours	10 AM- 4 PM
Sunday, November 6, 2011	Set-up	8:30 AM-9:30 AM
Sunday, November 6, 2011	Fair hours	10 AM- 4 PM

Our Lady of Mt. Carmel 2011 Craft Fair Contract

NAME _____

BUSINESS NAME _____

STREET _____

CITY _____ STATE _____ ZIP _____

PHONE _____ EMAIL _____

WEBSITE _____

DETAILED CRAFT DESCRIPTION:

LOCATION	FEE	AMOUNT
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AUDITORIUM (8 ft. x 5 ft.) Table with two chairs behind table.	\$110.00	_____
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CAFETERIA (8 ft. x 5 ft.) Table with two chairs behind table.	\$100.00	_____
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HALLWAYS (12 ft. x 3 ft.) Table against the wall with two chairs on either side of the table.	\$75.00	_____
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ELECTRICAL OUTLET Electrical cords will not be supplied.	\$5.00	_____
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CHECK # _____ TOTAL CHECK AMOUNT _____

TABLE REQUIREMENTS

Select: _____ **8 ft x 30" Table** _____ **6 ft. x 30" Table** _____ **NO TABLE**

Select: _____ **Two Chairs** _____ **One Chair** _____ **NO CHAIRS**

Please complete the following information as you would like it to appear in the Craft Fair Directory. Leave blank any information you would not like to appear in the directory.

CRAFT FAIR DIRCTORY LISTING

NAME: _____

BUSINESS NAME: _____

PHONE: _____ EMAIL _____

WEBSITE _____

CRAFT DESCRIPTION: (up to 80 characters)

CONFIRMATION

_____ **YES**, I would like to have my confirmation sent to me by email.

_____ **NO**, please mail me my confirmation in the self addressed envelope that I have enclosed.

CRAFTER REFERRAL

Do you know a **handmade** crafter who might be interested in the Craft Fair?

Name: _____ Phone: _____

Address: _____

Craft: _____

I agree to honor the terms and conditions of the Craft Fair presented by the OLMC Home & School Association.

SIGNATURE: _____