

BOOTH APPLICATION

Annual Francis Howell High School Band Arts and Craft Fair

Sponsored by: Francis Howell High School Band Boosters

When: Saturday, December 3, 2022 | 9 am - 4 pm

**Where: Francis Howell Middle School
825 O'Fallon Road, Weldon Spring, MO 63304**

Cost per space (6x10) is \$70.00. \$80 after November 1st.

Applications will be taken up until the week of the craft fair if space is available. Each space comes with two chairs. Table rental is available for \$10 each, and electricity is available for \$5.00 and is subject to availability. Spaces are assigned upon a first-come, first-served basis.

To register, send the following to the below address:

- Completed page 2 and 3 of this packet
- Check payable to Francis Howell High School Band Boosters (FHHSBB)
- Self-addressed and stamped, legal-sized envelope for your confirmation letter, or an email address. No phone calls will be made.

Mail completed forms, with payment to:

**Francis Howell Marching Band Boosters
ATTN: Craft Fair
5305 Enchanted Ct
Saint Charles, MO 63304**

Alternatively, forms may be scanned and emailed to crafftair@fhvikingbands.org. An electronic payment option is available via Venmo, to @FHHSVikingBands. Registrations will be held for 7 days. If payment is not received at the above address or Venmo within 7 days, the registration will be released.

2022 Craft Fair Rules:

The Band Booster committee reserves the right to refuse ANY application without recourse. Crafters must sell items that are handmade and not commercially made. Items sold at home parties will only be allowed upon approval of the board. Items not appropriate for a school setting will be removed from the fair without refund.

Setup times (tentative):

Friday, December 2, 2022 6:30 pm - 8:00 pm

Saturday, December 3, 2022, 7:00 am - 8:30 am

All crafters must be set up by 8:45 am.

The Francis Howell School District, Francis Howell High School, Francis Howell Middle School and the Francis Howell High School Band Boosters are not responsible for any items left on premises overnight.

Anyone NOT in their space by 8:30am on the day of the craft fair will forfeit their space(s). Other crafters may purchase your space. There will be NO REFUNDS.

All Crafters are required to leave their displays up until 4:00pm on the day of the fair. Packing and/or leaving early is unfair to other crafters as well as the consumer and lessens the overall quality of the show for all.

Crafters are responsible for bringing adequate change. We cannot make change for you.

Confirmation of your space will be sent to you two weeks before the show, either by the self-addressed stamped envelope that you send in with your application or email.

Children MUST be accompanied/supervised by an adult. There is not adequate space to allow playpens/car seats behind your table. Be considerate of those around you.

WiFi is available, but is not reliable. Vendors are responsible for their own internet solution. We suggest bringing your own hotspot.

Make checks payable to: Francis Howell High School Band Boosters

I have read this contract including all rules and agree to abide by them. I assume responsibility for all my merchandise and personal property at all times during the craft fair. I release the Francis Howell High School Band, Band Boosters, Francis Howell Middle School, Francis Howell High School, Francis Howell School District and its employees of any liability of loss, theft, damage, or claims of any kind to any merchandise or personal property.

Signed: _____

Date: _____

2022 Francis Howell High School Band Arts and Craft Fair Application

Vendor Name:

Booth name:

Address:

City: _____ State: _____ ZipCode: _____

Phone: _____ Applicant's email: _____

What is your Website/Facebook page/profile name so that we can share our event & page with you?

Where online can we find you? (pictures of your crafts) _____

How did you hear about us? _____

Describe your craft in detail:

Prices:

Single Booth (6x10): \$70 _____ After November 1st: \$80 _____

+Table rental: \$10 _____

+Electricity: \$5 _____

TOTAL: _____

Double Booth (6x20): \$140 _____ After November 1st: \$160 _____

+Table rental (2): \$20.00 _____

+Electricity: \$5 _____

TOTAL: _____

ALL county and state licenses, sales tax, or other applicable taxes are the SOLE RESPONSIBILITY of the vendor.

Applications received by email will be held for payment for seven days. If payment is not received within seven days, the booth space(s) will be released.