



Eureka High School Bands Holiday Craft Fair

Saturday, November 3, 2018

Exhibitor's Application

Exhibitor's Name _____ Phone Number: (____) _____

Business Name _____ E-Mail Address: _____

Street Address _____

City _____ State _____ Zip _____

Please check if you prefer to be contacted via US mail; otherwise all correspondence will be by email.

Number of spaces requested: _____ spaces @ \$70 each** = \$ _____

Each space approximately 8' x 8' is allocated on a first-come, first-served basis.

Special Requests (please check where applicable):

Office Use Only	
Paid \$ _____	Date _____
Cash/Ck# /MO _____	
Ex Lunch _____	Ck # _____

- Electricity (\$10) Additional Charge: \$ _____
- Table Rental (\$10) Additional Charge: \$ _____
- Wall Space (provided as available)
- End Space (provided as available)
- Other Special Requests (specify) _____

Requests for same space will be considered but cannot be guaranteed

TOTAL: \$ _____

Brief description of your merchandise (**must include a color photo(s) of your work**): _____

To apply, send the following:

- Completed application form.
- Check made payable to **"Eureka High School Bands"**.
- Self-addressed, stamped business-sized envelope only if you chose to be contacted by US Mail vs Email.
- Your business card, if you have one.
- **Photographs of your merchandise to assist with booth placement.**

Applications without photo, payment, or self-addressed envelope (those requesting correspondence by US mail) will not be processed.

Mailing Address: Eureka High School Craft Fair, P.O. Box 64, Eureka, MO 63025 **Email:** ehscraftfair@gmail.com

APPLICATION DEADLINE: Monday, October 8, 2018

If this is your first year, how did you hear about our show? _____

This notice does not constitute an offer, but request interested crafter to submit an application to participate in the Craft Fair. Please allow three weeks for response. All applications will be acknowledged. Accepted applicants will be sent an information request letter in October with a final mailing 7 – 10 days before the event. Photographs **are not** returnable. We reserve the right to reject any application submitted.



Eureka High School Bands Holiday Craft Fair

4525 Highway 109, Eureka, MO 63025

Mailing Address: P.O. Box 64, Eureka, MO 63025

Saturday, November 3, 2018

9 a.m. – 4 p.m.

Set-Up Times: **Saturday, November 3, 6:00 am – 8:30 am**

Space Rental: \$70 for each 8' x 8' space, \$10 for electricity, \$10 for table rental

Open to anyone who makes a home crafted/handmade craft.

Distributors and vendors are **not** accepted.

General Information:

- Rental fee includes one 8' x 8' space and one chair.
- Breakfast and lunch items will be available for purchase.
- Electricity will be available for an additional charge of \$10.
- Tables (approximately 6' x 2.5') are available for an additional charge of \$10 and must be reserved in advance.
- Special requests on the application form will be filled if possible.
- *No concessions may be sold by exhibitors except pre-approved novelty or specialty food items.*
- No sales of alcohol, firearms, weapons or animals are allowed.
- No raffles, games of chance, or gambling are permitted.
- No open flames are allowed except as pre-approved.
- To maintain a high quality arts and crafts fair, sales of general merchandise or mass-marketed items are not permitted.
- Eureka High School and Eureka Band Patrons accept no responsibility for lost or stolen items, accidents, or damages.
- Eureka High School is a smoke-free campus. Smoking will not be permitted.
- **Deadline for all applications is October 8, 2018. No refunds will be given after October 1, 2018.**

Exhibitor Identification:

- All exhibitors will be issued name tags. Name tags must be displayed to enter the building for set up and must be worn at all times during the Craft Fair. Car tags must be displayed in crafter vehicles.

Exhibitor's Responsibilities:

- Only merchandise listed on the application form may be displayed.
- All home crafted/handmade items displayed and sold must be made by the crafter renting the booth.
- Exhibitors may not play music at their booths.
- "Close-out" or "sale" items are not permitted.
- All exhibitors are responsible for setting up and dismantling their displays.
- Exhibitors are required to cover tables to the floor on all sides and keep packing material out of sight.
- All spaces must be cleared at the end of the day.
- Children brought by exhibitors must be strictly supervised.
- Booths must remain open until 4 p.m.
- Exhibitors are responsible for collecting taxes on their merchandise and reporting to the State.
- Exhibitors may not sublet or sell booths.

Inquiries: EHS 2018 Holiday Craft Fair, P.O. Box 64, Eureka, MO 63025

Email: ehscraftfair@gmail.com Crafter Contact: Gina Sellers 314-406-1261

John Arata, Band Director, Phone: (636) 733-3100 ext 43065, FAX: (636) 938-2411

Email: aratajohn@rsdmo.org



Eureka High School Bands Holiday Craft Fair FAQs - Frequently Asked Questions

- **How old is your craft fair?**
 - This will be the 27th year for the event at EHS, and the 16th year the EHS Bands have hosted.
- **How big is your craft fair?**
 - We have room for over 150 crafters.
 - We have a steady flow of customers **all** day long.
- **Will my booth be visible?**
 - Yes – All of our crafters are currently in 2 large connected gymnasiums and easily available to all customers.
- **What do I get for my money?**
 - Free help with setup and take down by professional high school band students and parents.
 - Hospitality area.
 - One complimentary lunch for each booth purchased.
- **Do you have tables?**
 - Yes, for an additional \$10.00. Supply is limited!
- **Is electricity available?**
 - Yes, for an additional \$10.00.
- **Do you allow commercial vendors?**
 - NO! All items must be home crafted/handmade crafts.
- **What are the demographics of Eureka?**
 - Eureka High School is part of the Rockwood School district – the largest in St. Louis County.
 - Population of Eureka is 10,467 with a median household income of \$84,605.
 - Surrounding cities include:
 - Wildwood pop. of 35,517 & median household income \$110,370
 - Clarkson Valley pop. 2,632 & median household income \$169,842
 - Ellisville pop. 9,133 & median household income of \$64,060