



37th ANNUAL PARKWAY SOUTH SPIRIT OF '76 BAND BOOSTERS ARTS AND CRAFTS FAIR 2023 APPLICATION

craftfair@spirit76.net

Parkway South Band Boosters is a not-for-profit organization and our long-standing tradition is to maintain a professional show, offering a wide variety of merchandise. We are volunteers! No Booster member receives compensation for working at the fair. As the bands biggest annual fundraiser, we are committed to its overall success.

DATES & TIMES: Saturday, November 18, 2023 - 9:00 AM to 4:00 PM
Sunday, November 19, 2023 - 10:00 AM to 3:00 PM

LOCATION: Parkway South High School, 801 Hanna Road, Manchester, MO 63021

COST: *Applications for 2023 turned in to the Registration Table located near the Patriot Pantry **by the end of the 2022 craft fair will be \$75.00.**

***\$80.00 after the 2022 craft fair, but postmarked by June 30, 2023**

***\$90.00 postmarked AFTER June 30, 2023.**

Spaces on average measure 7' X 9'

OPTIONAL \$10.00 per table – size 6' X 2.5'

ITEMS: \$10.00 for electricity access; subject to availability. Crafters must provide a heavy-duty extension cord.

GUIDELINES:

- Handcrafted or homemade items created by the crafter who rented the booth are allowed.
- Direct sale independent consultants will be located in a separate area from the handcrafted booths.
- No weapons of any kind may be displayed or sold.
- Only items listed on the application may be displayed or sold.
- Crafters are not allowed to sell their space or share with a non-juried crafter.
- Applicants must be at least 18 years of age. No one under 18 years can operate a booth without an adult.
- No smoking on school property. No open flames except for outside food vendors. Vendors using flame must provide fire extinguisher in booth. No music.
- Food vendors must obtain a St. Louis County Health Department permit (submit with application).
- Booths must be kept open for the entire time the craft show is open. The Craft Fair Committee reserves the right to exclude Vendors from future shows who pack up their merchandise prior to the show closing on Sunday.
- Crafters who fail to comply will be asked to leave from show without refund and/or will be denied acceptance in future Parkway South Spirit of '76 Arts and Crafts Fair.

APPLICATIONS:

- Representative photographs or photocopies of the handcrafted items (work in progress and finished product) **MUST** be submitted. No application will be accepted without photos.
- All applications and space assignments will be handled on a pre-sale basis with requests from returning crafters taken first. **The deadline to retain 2022 booth space is March 31, 2023** (preferred booth locations are subject to change. We want to assure the best vendor and shopper experience.)
- **Make checks payable to: Parkway South Band Boosters**
- **Mail your application to: Parkway South Band Boosters, Attn: Craft Fair Registrar, P.O. Box 240218, Ballwin, MO 63024-0218**
- All non-sufficient funding checks will be subjected to a \$30 processing fee.
- Cancellations after October 31, 2023 will not receive a refund.
- The PSH Craft Fair Committee reserves the right to reject any application or item and/or relocate any crafter to another location.
- Detailed confirmation letters will be mailed/emailed about 2 weeks prior to the Craft Fair for applications received by November 1, 2023.

INQUIRIES: Contact Craft Fair Registrar, *phone message:* (314) 415-7766
Email (preferred): craftfair@spirit76.net, or visit our *webpage:* spirit76.net



**37th ANNUAL PARKWAY SOUTH SPIRIT OF '76 BAND BOOSTERS
ARTS AND CRAFTS FAIR 2023 APPLICATION**

November 18 and 19, 2023

NAME: (Last) _____ (First) _____

BUSINESS NAME: _____

ADDRESS: _____
(Street _____ City _____ State _____ Zip _____)

EMAIL (write legibly): _____ **WEBSITE:** _____

PHONE: _____ **2022 BOOTH # (if applicable):** _____

Online Payment website address (ex. Square, so it will not be blocked on our network): _____

Booth Fees:

Number of Booths: _____

Booth Cost: \$ _____ (see below)

\$75.00 (if received at 2022 PSH Craft Fair)

\$80.00 if postmark by June 30, 2023

\$90.00 if postmarked after June 30, 2023

Number of Tables: _____ x \$10.00 each = \$ _____

Electricity Access: _____ x \$10.00 = \$ _____

Total Enclosed: \$ _____

Preferred Set up Time

_____ Friday (7-9 pm)

_____ Saturday (6:30-8:30 am)

_____ Email

_____ Postal Delivery *If postal delivery, self-addressed, stamped business size envelope or \$1.00 MUST be included.

Preferred Booth Location

_____ Same as 2022 (preferred booth locations are subject to change. We want to assure the best vendor and shopper experience. **The deadline to retain 2022 booth space is March 31, 2023**)

_____ Gym A

_____ Commons

_____ Hallway

*Accessible parking is available, if requested. Vendor must provide appropriate hang tag or license:

Yes/ No _____

Preferred Receipt of Confirmation (Check One)

Describe your craft items in detail (use back if needed).

LIABILITY AND COMMITMENT PLEDGE:

The undersigned hereby acknowledges to the conditions contained in the attached notice and agrees that PSH Craft Fair Committee members reserve the right to remove the undersigned from the craft fair without refund for any violation or suspected violation of the PSH Craft Fair's stated rules and regulations. Further, the undersigned acknowledges and agrees that the Parkway South Band Booster Organization, its members, or the Parkway School District will not be held responsible for any theft, loss or damage of personal property, or for any injury to myself, my employees, or agents, whether such injury or loss results from accident, fire, theft, or any other cause.

Exhibitor's Signature _____

Date _____

APPLICATION CHECKLIST:

_____ Completed application with check or money order made payable to "Parkway South Band Boosters"

_____ Photographs/photocopies of the craft items displayed in the booth (photos may be provided via e-mail at craftfair@spirit76.net)

_____ A self-addressed, stamped business size envelope or \$1 (**ONLY** if receiving notification by postal delivery)

_____ Send completed application and payment to:

Parkway South Band Boosters, Attn: Craft Fair Registrar, P.O. Box 240218, Ballwin, MO 63024-0218