Christmas by-the-Lake Craftshow

General Exhibitor Information and Rules

Show Hours:

- Christmas by the Lake Craftshow is the 1st Saturday in December from 9:00am - 4:00pm.
- Vendors are required to be present for the duration of the show to sell his/her work to the public.

Craft Items:

- **ALL ITEMS MUST BE HANDCRAFTED. Commercial resale items are not allowed. This rule will be enforced. Violation of this rule is grounds for ejection from the Craft Show without a refund of entry fee.**
- No direct sale vendors are allowed.

Booth Information:

Rates are $75 for a 10' x 10' space- including one 8ft table, if needed, and 2 chairs.

- Additional table may be rented for $15.
- Electricity is available on limited basis for $5. Only wall spaces will have access to electricity.
- Electricity is only available to those who paid for it. **You must bring your own 12' extension cord if you have requested the use of electricity – WE DO NOT HAVE ANY CORDS TO PROVIDE TO YOU.**
- Vendors must provide suitable, attractive, support racks, stands etc. **that must fit within booth space.**
- All tables must have covers to the floor and storage containers must be placed out of sight.
- Do not tape anything to the walls or the floors.
- Vendors must display official booth number.

Table/Space Assignments:

- Table assignment will be on first come first serve bases.
- Request for certain spaces may be made and we will try to accommodate if possible.

Cancellations:

- Once a vendor is accepted to participate, all fees then become Non-Refundable unless the show is canceled.
- There will be **NO** refund given if a vendor fails to appear on the day of the show.

Check In & Set Up: Saturday morning - 6:30 AM and 8:30 AM

- We will try to add a Friday night vendor set up time depending on the school and volunteer availability. We will not know if this is possible until August/September.
- The location of the show is in the Practice/Auxiliary Gym of Avon Lake High School.
- Vendors will unload at the assigned entrance based upon where your booth is located.
- After unloading vendors must move all vehicles into parking spaces.
- There will be a limited number of helpers to assist venders with unloading.

Donation Item for Raffle:

- Each vendor is required to donate an item for the PTA Scholarship Raffle with a $15 minimum value.
- Food vendors may donate smaller items totaling a $15 value.
- Each vendor will be put in a drawing to win a free Booth at the next show, $75 Value.

Lunch:

- A lunch will be available for purchase.
- Order forms are available online and with the application packet.
- Payment is due with application or 1 week before the show.

Hospitality:

- A hospitality area will be located at the north end of the gym and will be open from 7am.

Clean Up:

- Vendors are expected to clear their area and dispose of their own trash.
- There will be a limited number of helpers if assistance is needed.