

St Paul UCC of Saline - Craft Bazaar

Saturday, December 10, 2011 / 10am-3pm

St Paul United Church of Christ will be hosting a Craft Bazaar at the church this December. The church is using the proceeds from table sales to help defray the of new sanctuary lighting.

PROMOTION: Extensive advertising and promotion will be done through the church and community, local church newsletters, local papers, on-line media, flyers and local sign-age, and e-blasts through the mlive.com. Crafters and artists are encouraged to distribute flyers or promote the events through social media sites, etc.

FEES: * Space including an 8' x 4' table = \$20 ** Electrical hook up please add an additional \$5

- Available spaces will be given out on a first come, first served basis. No new vendors will be accepted on the day of the show.
- All payments should be cash, check, or money order and must be received at the time of application. Checks should be written to St Paul UCC.

APPLICATION DEADLINE: The deadline for applications is October 31, 2011. Applicants will be considered on a first come, first served basis. After all spaces have been filled, a waiting list will be created and such applicants will be awarded spaces if they become available.

SET UP/CLEAN UP TIME: There are 2 different setup times/dates. You may setup your table on Friday, December 9th from 9:00am – 12:00pm or the morning of the show beginning at 8:00am. Break down time is 3:00pm the day of the craft show. We know that you are the best judge of how long it takes for you to set up your products, so you can arrive any time between 8am and 10am. **We ask that your area be completely ready when we open at 10am.** We also ask that all of our crafters and artists commit to staying until the end of the show so that community members can enjoy your products throughout the day.

PARKING: We would like to reserve all of our parking spaces for shoppers. We don't want any of your potential patrons to drive the other way due to lack of parking. Therefore, we ask that you only use our paved parking lot off of Michigan Ave. during unloading. Once you have unloaded we ask that you park in the gravel parking lot just behind the church. We can direct you to additional parking once you have unloaded.

CANCELLATION: Except under extreme circumstances, we cannot offer refunds to those who are unable to participate in the show. We are excited to have you involved, so please let us know if there is something we can do to accommodate you if you run into difficulties.

REVIEW PROCESS: This is not an officially juried show, but we would like to have some idea of the products that will be on display at our show. Many of our crafters have been contacted because we have seen them at venues or because we have reviewed their wares on Etsy and other forums. Please share a photograph or speak with us regarding a quick method so we can preview your work in an informal way. All items for sale are to be handmade, crafted, created, or should qualify as an art form. (ie, no manufactured items). We will make an effort to ensure that there is variety amongst the vendors.

NOTIFICATION: You will receive a phone call or e-mail to acknowledge your acceptance or the return of your payment as non-acceptance. Additional information, including directions, etc. will be sent as needed.

HANDICAP ACCESSIBILITY: The building is handicap accessible, we have an elevator near the front entrance for crafters and customers as well as a handicap bathroom located on the lower level.

FOOD/DINING: Representatives from the church will sell light refreshments, soup, chili's and baked goods. In addition, our soup and chili lunch provides carry out containers.

QUESTIONS/COMMENTS: We welcome any questions, comments, feedback, and suggestions any time before the show, and you can contact the show coordinator, Karen Basile, office@uccstpaul.org or (734) 429-7716 (church office). Please know that everyone leading this event is a volunteer, so please be patient with our response time.

ST PAUL CRAFT BAZAAR CONTRACT APPLICATION

St Paul United Church of Christ, 122 W Michigan Ave, Saline, MI, 48176

Church Phone: (734) 429-7716 E-Mail: secretary@uccstpaul.org

All payments must be received at the time of application. Please include cash, check, or a money order. Checks should be payable to St Paul United Church of Christ.

Name:

Business Name:

Address:

City, State, Zip:

Phone:

Email:

Website:

Merchandise description: (Please include photo's of your items)

How did you find out about our show?

\$20 (includes space with 8' table – no electricity) \$25 (includes space with 8' table and electricity)

Amount Enclosed:

WAIVER: I agree to hold St Paul United Church of Christ, Saline, MI harmless for any loss or damage of personal property due to accident, fire, or any other cause. St Paul UCC shall not be liable to Vendor, Vendor's employees, agents, guests or others for personal injury resulting in any way from the St Paul United Church of Christ Craft Bazaar and Bake Sale. Vendor expressly agrees to save, indemnify and hold harmless St Paul United Church of Christ – Saline, MI, its members, volunteers, and employees from any damages, charges, liabilities, claims and causes of action whatsoever which result from any act or failure to act. St Paul United Church of Christ – Saline, MI, makes no representations, warranties or guarantees of any kind with respect to results obtained by Vendors as a consequence of participation in the Crafts and Arts Show. Fees are not refundable. Entry into the St Paul United Church of Christ Craft Show and Bake Sale signifies acceptance of and adherence to all guidelines set forth in this contract application.

Signature: _____ Date: _____

PAYMENT AND PHOTO'S OF CRAFTS MUST ACCOMPANY APPLICATION!

Thank you for your interest in our Craft Bazaar! We look forward to seeing your crafts!