



BLACK DIAMOND ELEMENTARY PTA HOLIDAY CRAFT BAZAAR

December 10th, 2011
8:00am - 4:00pm



We hope you choose to participate in our 4th Annual Holiday Craft Bazaar, sponsored by the Black Diamond Elementary PTA. Proceeds benefit the Black Diamond Elementary PTA, which supports the kids, teachers, schools and communities of Black Diamond and Enumclaw.



GUIDELINES:

- *Exhibitors must be 18 years of age or older to participate, unless accompanied by an adult.
- *All items must be made by exhibitor or be a home based business.
- *All items need to be approved by event chair in advance.
- *The entry fee is payable at the time the application is sent and must be accompanied by the application form. Application deadline is December 5th, 2011, or until all spaces are filled.
- *Entry fees will be returned if all the spaces are filled. A confirmation letter will be sent with directions and information after December 5th, 2011. Cashed checks are to be considered a definite confirmation.
- *Set-up time will be Friday, December 9th from 5:00pm - 7:00pm or Saturday, December 10th at 7:00am. All booths must be completely set up by 8:00am on December 10th.
- *Table rentals are \$5 and we have a limited quantity- rented on a first-come first-served basis. All other exhibitors will need to provide their own table. Please indicate on the application if you would like a table or will be bringing your own.
- *All displays should be contained within the assigned space(s). No display should obstruct the view of other exhibitors. No nails may be used on the walls.
- *There are a limited number of electrical outlets available, and these will be reserved on a first-come first-served basis. You must provide your own extension cords that comply with current fire codes.
- *Each booth will be provided with one folding chair. If additional chairs are desired, please indicate that on the application form.
- *Vendors are expected to stay with your table intact until 4:00pm.
- *All Vendors are asked to donate an item from their table for a raffle at the end of the day. We would appreciate an actual item donated (not a discount certificate).

Mail application and payment to:

*Black Diamond Elementary PTA
PO Box 541
Black Diamond, WA 98010*

Email: karrie@continex.com or billyandlorraine2001@yahoo.com

Any other questions please contact:

Karrie Hildebrand 360-886-1035 or Lorraine Howard 360-886-5585



Deadline for Vendor Participation in the Black Diamond Elementary PTA Holiday Craft Bazaar: December 5th or until full

NAME _____

BUSINESS NAME _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____

E-MAIL ADDRESS: _____

DESCRIPTION OF CRAFT(S): _____

BOOTH SPACE:

\$35.00 / SPACE #OF SPACES: _____

\$5.00 / TABLE #OF TABLES: _____

(Note: You may only have 1 table per space. If you need more tables you must rent additional spaces.)

Make checks payable to: BDE PTA

TOTAL FEE ENCLOSED \$ _____

OF CHAIRS REQUESTED: _____

SPECIAL REQUESTS: _____

I, the undersigned, have read, understood and agree to the conditions of the bazaar and its sponsor, the Black Diamond Elementary PTA. I understand that neither the School District, nor PTA, nor Committee Members are responsible for any theft, damage to goods or my personal property, before, during or after the bazaar. I also agree to pay the School District for any repairs for damage to school property that is caused by me within my assigned space.

Signature: _____ Date: _____

For office use only

Date received: _____ Check # _____ Amount \$ _____

Confirmation letter sent _____

Special Requests: