CRAFTERS!
MARK YOUR CALENDARS!
THE ST. JUDE 36th ANNUAL CRAFT FAIR!

WHEN: NOVEMBER 4 & 5, 2022

HOURS: FRIDAY 9:00 A.M. TO 5:00 P.M.

SATURDAY 9:00 A.M. TO 4:00 P.M.

WHERE: ST. JUDE EDUCATION CENTER AND PARISH HALL

(See NEW MAPS for layout)

1. Thank you for inquiring about the St. Jude 36th Annual Craft Fair. This is a non-profit event to benefit St. Jude AHG TX0131. We try to provide crafters a quality outlet for their products. Therefore, we are limiting our rentals to individuals selling ***handcrafted items only; no distributors.*** Also, to keep a variety of items available to the customers we will be placing a limit on the number of booths in each category.

2. Booth rental fee will be **$225.00 (Parish Hall) or $200 (Education building) for both days** payable upon reservation of the booth. **We will be offering a $25 discount if you reserve your booth on or before June 15th, 2022**. This will include one table and two chairs which will be located in the booth. Additional tables are on a first come, first serve basis and need to be requested before set up. Booth rental is limited to ONE booth per vendor. ***Booth rentals are non-refundable***.

3. Please read both maps carefully. Look at the floor plans (ALL building maps are NEW) and list your booth preferences. You ***MUST LIST Four (4) BOOTH CHOICES*** on the registration. Spaces will be assigned on a first come, first serve basis based on payment received. While we cannot guarantee another crafter will not sell a similar product, we have placed limitations on the number of like product booths. Emergency exit doors must not be blocked!

4. **Registration will be accepted via Google form:**
   https://docs.google.com/forms/d/e/1FAIpQLSer-VrqzObimFlLS6QXQNsvOGo6kTDjtc20Lm0R-BkHoLQ9BA/viewform?usp=sf_link

   Payment details:

   Payment is required to reserve your booth in the craft fair. We highly recommend payment to be made to our Zelle account ahgTx0131treasurer@gmail.com. The name on the account is Krista Kelley. Payment can also be made by check to AHG TX0131 which can be dropped off or mailed to the parish office at 1515 N Greenville Ave Allen TX 75002.

5. The fee includes the printing of a program with your booth number, name, address, phone number, and brief description of your crafts. We will be responsible for advertising to the community, including newspapers, flyers, and signs. Please be sure you have included the description of your craft – if nothing is listed – nothing will be printed.

6. Set up time will be Thursday, November 3, 2022 from 4:00-8:00 P.M**. If you cannot set up at this time please let us know**. We cannot open doors earlier since school is in session.

7. You will be provided approximately 100 square feet for your booth (i.e. 10X10 or 9X11 depending on the building configuration).

8. The building will be available for entry on Friday and Saturday by 8:00 A.M.

9. St. Jude AHG TX 0131 Craft Fair Committee must approve all food items for sale.

10. Wi-Fi will be available during the craft fair weekend. The password will be sent out prior to the event.

11. St. Jude will not be liable for any damage or loss of goods on the premises.

12. All items to be sold must be kept within the confines of your assigned booth.

13. There is NO Electricity available for individual booths in the Parish Hall.

14. Please remember to bring and display, in your booth, your Texas sales tax permit. For more information or to obtain a tax permit the website is https://comptroller.texas.gov/taxes/sales/ or (972)792-5800.

15. **Please remember to park in the back lot away from the building during the Craft Fair so that your customers will have room to park.**

For additional information please contact:
Jennifer Hill stjudecraftfaircommittee@gmail.com

Thank you from St. Jude AHG Tx0131 and we look forward to working with you!