

CHRISTMAS IN THE VILLAGE

CRAFTER APPLICATION

THE 26TH ANNUAL CHRISTMAS IN THE VILLAGE WILL BE ON

FRIDAY, DECEMBER 6, 2013 – 6PM-9PM

SATURDAY, DECEMBER 7, 2013 – 9AM-7PM

AT

THE THREE RIVERS EDUCATIONAL CAMPUS

(56 Cooper Avenue, Cleves, OH 45002)

We would like to invite you to apply to display your **original art and craft works** in our 2013 show. This juried exhibition of arts and crafts will be held annually. We will be accepting juried artists and crafters. All items displayed at this show will be handcrafted by **you** and juried by a show committee member. The minimum requirements for this show are original art and craft works. It is your responsibility to be aware of copyright laws. No novelties, commercial items, souvenirs, or t-shirts (with exception of the **THREE RIVERS EDUCATIONAL CAMPUS/THREE RIVERS LOCAL SCHOOL DISTRICT** Spirit Store/PTA) will be permitted for this show. **Whether a product/material may be exhibited and/or sold at this event is the sole discretion of the committee. Application photographs become the property of the committee and will not be returned.**

Applications should be returned with 2-3 photographs and applicable fee(s). Single Booths are \$30; an additional booth can be purchased **by the same vendor** for an additional \$30 (\$60 total fee due). **NO SHARING BOOTHS!** NO tables nor chairs are provided. **LIMITED ELECTRICITY** due to limited access and is on a first come, first serve basis (cost \$10), payable by separate check. Spaces are approximately 8'x10', being 8' across the front and 10' deep. Checks are to be made out to ***The Village Christmas Committee***. (A \$35 service fee will be charged in the event of any NSF checks). You will receive a reply either accepting or denying your application. *If you do not hear from us within 2 weeks of sending in your application, please call or email.* If you must drop out of the craft fair, after being accepted by our juried committee, you will forfeit your application fee. The committee will decide upon refunds of your fee on a case-by-case basis.

WE WILL BE CELEBRATING THE OPENING OF OUR BRAND NEW K-12 EDUCATIONAL CAMPUS THAT JUST OPENED ON SEPTEMBER 9, 2013.

IMPORTANT INFORMATION FOR THE DAY OF THE SHOW:

- . You may arrive as early as 4:30 p.m. on Friday, 12/6/2013 to set-up. **YOUR BOOTH MUST BE READY BY 6:00 p.m.** You may leave your booth set-up, displays covered up for Saturday and do not need to break down Friday night.
 - . You will need to **BRING YOUR OWN TABLES, TABLE CLOTHS, CHAIRS, DISPLAYS, DECORATIONS, CHANGE MONEY and HEAVY DUTY EXTENSION CORDS if paid for Electric.**
 - . If you have food/samples then you will need to **BRING YOUR OWN TRASH CAN AND TRASH BAGS FOR GARBAGE DISPOSAL. PLEASE KEEP BOOTH NEAT.**
 - . **YOU ARE LIMITED TO TWO MEDIUMS.** *Medium – arts a method that an artist uses or a category such as sculpture in which an artist works.* This will prevent you from looking like a garage sale and will help us with knowing how many vendors we have selling a particular medium. We try to limit so it does not look like everyone is selling the same thing.
 - . **ITEMS MUST BE HANDCRAFTED, NOT PURCHASED FOR RESALE.** The juried committee will make final decision.
 - . **ELECTRIC WILL BE AVAILABLE ON A LIMITED BASIS due to availability.**
 - . **NO SMOKING, BURNING OF CANDLES/INCENSE IS PERMITTED ANYWHERE IN/ON SCHOOL PROPERTY.**
 - . **NOTHING IS ALLOWED TO BE ATTACHED TO ANY WALLS or FLOORS.**
 - . **NO SUBLETTING SPACES.**
 - . **NO PETS.** ONLY animals necessary for Medical reasons.
 - . No children that are not helping you work your booth. If in doubt, ask.
 - . Arrive early enough to set up and **DO NOT** begin breaking down prior to the end of the show. Once unloaded, please park out away from the doors so customers can park close to the building.
 - . Please be friendly to your customers, your neighbor vendors and our volunteers.
 - . Location of booths is up to the discretion of the jury committee. We consider requests and try to keep vendors with similar items separate so please also be specific in your craft description on Page 3 – use additional paper if you need to for this.
- The Christmas in the Village is well known and respected throughout the tri-state for its hospitality and efficiency. If you are interested in renting a booth, we recommend that you do not delay your registration. **REGISTRATION IS ACCEPTED ON A FIRST COME/FIRST SERVED BASIS.**

Deadline for registration is December 1, 2013. If you have questions, call Tiffiney Myers at 513-919-7881 or contact via email at christmaswalk@live.com. Please complete the application and all additional required documentation and mail it with your check (made payable to **The Village Christmas Committee**) to P.O. Box 179, Cleves, OH 45002.

THE VILLAGE CHRISTMAS COMMITTEE, THE VILLAGE OF CLEVES AND THE THREE RIVERS EDUCATIONAL CAMPUS/THREE RIVERS LOCAL SCHOOL DISTRICT ARE NOT RESPONSIBLE FOR ANY LOSS OR DAMAGE.

YOU ARE TO LEAVE THE FACILITY AND YOUR AREA **EXACTLY THE WAY YOU RECEIVED IT.**

PLEASE UNDERSTAND THAT POSITIONS ARE DETERMINED ON A FIRST COME/FIRST SERVED BASIS.

WE WILL TRY TO HAVE STUDENT VOLUNTEERS ASSIST CRAFTERS IN/OUT OF THE BUILDING. VOLUNTEERS WILL HELP AS MUCH AS POSSIBLE, BUT CANNOT HELP EVERYONE.

THANK YOU FOR YOUR CONTINUED SUPPORT OF THE VILLAGE CHRISTMAS COMMITTEE

NAME (PRINTED): _____ PHONE: _____

COMPANY NAME (IF ANY): _____

EMAIL ADDRESS: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

DESIRED # OF SPACES _____

8'x10' GYM (\$30.00 EACH SPACE IN SCHOOL GYM)

IF you need ELECTRICITY, SEND in a SEPARATE CHECK FOR \$10. ELECTRICITY SPACES are LIMITED.

TOTAL AMOUNT DUE FOR SPACE & ENCLOSED \$ _____

Description of craft: _____

Average Retail Price of Items: _____

Special Needs – Please be as specific as possible:

Raffle Table

Do you wish to have your craft considered for featuring at the CITV raffle? Yes _____ No _____

Description of CITV raffle item: _____ Retail Value: \$ _____

Signature _____ Date _____

LIMITATION OF LIABILITY

THE UNDERSIGNED HEREBY AGREES, IN CONSIDERATION FOR BEING ABLE TO PARTICIPATE IN THE CHRISTMAS IN THE VILLAGE EVENT, THAT THE VILLAGE CHRISTMAS COMMITTEE WILL NOT BE LIABLE FOR LOSS DUE TO THEFT, OFFERED FOR SALE OR OTHERWISE PRESENT AT THE EVENT DURING THE SALE.

I HAVE READ THE CRAFT SHOW INFORMATION LETTER ABOVE AND AGREE TO ABIDE BY ALL RULES DESCRIBED THEREIN. IN ADDITION, I RELEASE THE VILLAGE CHRISTMAS COMMITTEE, THE VILLAGE OF CLEVES, THE THREE RIVERS EDUCATIONAL CAMPUS AND THE THREE RIVERS SCHOOL DISTRICT FROM ANY LIABILITY, DAMAGE, THEFT OR LOSS.

SIGNATURE: _____

DATE: _____