



# The Riverside Public School 25<sup>th</sup> Annual CHRISTMAS ART & CRAFT SHOW

November 2015 – weekend date to be announced soon  
(Will be same weekend as Girlfriends Weekend again)

If forms and payment are not received by June 22, 2015 then you are forfeiting your space. We need to lock down vendors at this time to be fair to those on the wait list.

## Exhibitor's Application

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Extra Name Tags: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Most communication will be done via email, please print this clearly.

Thank you for your interest in participating in the Riverside Public School Christmas Art & Craft Show. This is a very important fundraising event to enhance our Student Activities. Please note that if you are a new vendor we will have to take your space requests under review, new vendors will likely only have access to hall spots. Our gym booths are very popular and we continue to have a waiting list for them. We ask that as a condition of your attendance that you donate an item to our raffle table. This not only showcases the Vendor products as they are displayed at the entrance to the event, but it helps to raise funds for our extracurricular activities. Any size of donation is gratefully accepted.

### Booth Pricing

√		<b>Please put a check mark beside the space you are requesting</b>			\$80	Wall Space 10' wide 8' deep
	\$45	Hallway around the school 12' wide depth of the table only			\$90	Wall Space with electricity 10' wide 8' wide
	\$65	Center aisle 8' wide 7' deep			\$100	Stage Front with Electricity 12' wide 8' deep
	\$75	Centre aisle 10' wide 7' deep			\$110	Stage Front with Electricity 12" wide 8" deep

Electricity is only available in the hallways and outside walls in the gym, no cords will be run across the floors due to safety reasons.

**Tables:** All tables must be covered to the floor for all vendors. Tables are not provided for any of the above spaces. They may be rented at a cost of \$10.00 for the 2 days. The table size is 6' x 2'. The school is limited in tables so be sure to reserve early

Yes I require a table – the extra \$10.00 has been added to my payment

**Booth Description:** Please provide a complete description of your product and how your booth will be set up to display your merchandise including height, use of backdrop etc. Use the reverse of this sheet to provide the layout. **If you are a returning vendor, please only provide this if you are significantly changing your product or set-up.**

When would you be setting up your booth?

Friday night 5:00 pm to 8:00 pm

Saturday morning 7:45 am to 9:00 am

Please return this form with your payment, cheques payable to Riverside Public School, no later than Sunday of the show if you plan to attend again next year. Cheques may be post-dated to May 30, 2015.

Please contact the school for any further information. For our records if you are a returning vendor please indicate how many years you have been a vendor at this show: \_\_\_\_\_

**Riverside Public School    755 Brunel Road    Huntsville ON P1H 1Z3    705-789-2282**

Office Use only

Payment Received	Date	Amount	Table Required
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