

2018 APPLICATION

Country Christmas Craft Show

Saturday, November 10, 2018

8 AM until 2 PM

Trinity Fellowship Center

110 West Main Street

Walnut Bottom, PA 17266

Looking for crafters with high-quality, handmade arts & crafts.

Indoor spaces are limited and usually fill very quickly, so submit your completed application as soon as possible.



INDOOR FEE - \$35 or \$45 (basic)

Early bird (7/1/18 – 8/31/18) \$35

Regular – (9/1 – 11/1) \$45

For indoor spaces, we provide one table & 2 chairs, but indoor spaces are large enough for 2 - 6' tables & 2 chairs.

ONE additional table for your indoor space may be reserved from us for an additional \$5, as they are available.

OR, you may bring a second table or display rack to make a total of two tables in your space.

Important Info for our shows:

We run a popular, well-organized, widely publicized, & nicely decorated craft show with personality. Our show has something for everyone – lots of unique handmade crafts, huge menu for breakfast & lunch, off-street parking, & much more!

>This is a Christian church-sponsored craft show on church property, so all crafts, your attire, language, and behavior should be church-appropriate. Note

that there is a no smoking policy for all church property.

>We appreciate receiving your business cards and/or photos of your crafts for advertising purposes.

Display boards are set up in the church & TFC, plus info is posted on our Facebook page.

>No refunds will be issued after acceptance letters have been sent out.

>Returned checks? If your check is returned for any reason, you will be charged a \$50 check return fee, in addition to reimbursing the craft show committee account for your original rental total.

>We reserve the right to limit the number of vendors of any particular craft. We also limit the sale of "catalog" items so that we can feature more handcrafted items.

>You may share a space with someone as long as you restrict your display to your assigned area.

READ EVERYTHING CAREFULLY!

Submitting Your Application

Complete **BOTH SIDES** of the application & send with the following:

> SASE business-sized envelope (*SASE = self-addressed, stamped envelope*) - 4 x 9 1/2" envelope with correct postage attached on enclosed envelope

> Business cards? Pictures for display?

>Check written out to Trinity Craft Show (for **indoor spaces**)

Mail to

BETTY B. EVELHOCH

434 MOUNTAIN VIEW ROAD

SHIPPENSBURG, PA 17257



November 10, 2018

OUTDOOR SPACES - \$30

Outdoor spaces (in the pavilion & on the grass along the paved walkway between TFC and the pavilion) are \$30 & are much larger than indoor spaces.

In the pavilion - Remember to bring your own tables & chairs, etc. as you need.

On the grass – You may bring a canopy/tent, tables, chairs, etc. and park your vehicle in your space.

For outdoor spaces, please submit the paper application & SASE ASAP - with or without payment. If you are concerned about bad weather, wait until November 10 and pay in cash the morning of the show.

Outdoor set-up will be between 6:30 and 8 AM on November 10.

INDOOR SPACES

>Early bird price is \$35 per space until 8/31/18. After that, the price goes up to \$45 per space.

>Indoor spaces are limited. Our TFC is an old, former school building, so spaces vary in size, but every regular indoor space is large enough for two 6' tables and 2 chairs.

>Think vertical in your display. Use crates or table-top racks to attract your customers' attention and to maximize use of your space.

>Crafters may normally reserve only ONE regular indoor space. Remember that space will hold two 6' tables and 2 chairs. All your wares **must stay within your assigned area & allow for smooth traffic flow.**

>We will provide the use of 1 table & 2 chairs. One additional table may be rented for an extra \$5, if interested, *as long as the supply lasts.*

PUBLICITY

Advertising is very important *and* helps you to have more customers! We spend hundreds of dollars advertising each show, but we ask that you help us to help you. Here's how:

distribute our posters to your friends, family, local businesses, your craft customers, everyone send out emails

post on Facebook & other social media

personally tell others

The BEST advertising is word of mouth as you tell others about our show.

Facebook – TrinityCraftShows

<http://www.facebook.com/Trinity>

Craft Shows

DIRECTIONS

Trinity Fellowship Center is easily reached from Exit 29 or Exit 37 of Interstate 81. Look for our posted craft show signs.

>For those traveling NORTH from Maryland or Chambersburg area – Take I-81 north to Exit 29 (Shippensburg's King Street). Turn right at end of ramp and drive about 4 miles into the village of Walnut Bottom. TFC will be on your left.

>For those traveling SOUTH from Harrisburg or northern PA – Take I-81 south to Exit 37 (Newville). At bottom of ramp, turn left onto Route 233. At the next intersection, turn right onto Route 174, the Walnut Bottom Road. Travel about 4 miles into the village of Walnut Bottom. TFC will be on your right.

KEEP THIS PAPER FOR YOUR OWN INFORMATION.

ON YOUR APPLICATION

1. Indicate if you DO or DO NOT want the table & 2 chairs provided in your show space.
2. If you would like to rent ONE additional table, mark that and include the extra \$5 in your check.
3. Indicate if you need electricity. If so, you must bring all your own extension cords.
4. Tax ID number – We do not require one, but you are responsible to meet the state guidelines, if applicable to you.
5. Any special requests (particular room location, accommodations, etc.) Note that we do not guarantee your requests, but we will try.
6. Please indicate if you plan to set up on Friday, November 9 between 5 PM and 8 PM. Additional set-up time is Saturday morning, November 10, from 6:30 AM until show opens at 8 AM.



Country Christmas Craft Show

Saturday, **November 10**, 2018

8 AM until 2 PM

Trinity Fellowship Center

Walnut Bottom, PA

Friday evening set-up
for indoor vendors

5-8 PM

November 9, 2018

A limited menu will be available in the kitchen from 5 until 7:30 PM.

Friday evening parking...

Park at the exterior door closest to your assigned vendor space.

Our extra handicapped spaces in front of building can be ignored on Friday evening.

Indoor space:

Date sent _____

Check # _____

Amount \$ _____

SASE sent _____

Other info to remember

Outdoor space? Send application now. Pay in cash on 11/10/18. If you wish, you may pay when you apply.

See you in November!

Looking ahead --- Spring Bloom Craft Show will be Saturday, April 6, 2019.

Country Christmas Craft Show Application

Saturday, November 10, 2018 ----- 8 AM until 2 PM ----- Walnut Bottom

Please print neatly in dark blue or black ink.

YOUR NAME (& craft partners, if any) _____

YOUR BUSINESS NAME (if applicable) _____

STREET MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

HOME PHONE (____) _____ CELL (____) _____

E-MAIL _____



TAX ID # _____ (We do nothing with this #. Make sure you have one IF you need it for tax purposes.)

IMPORTANT! ARE YOUR CRAFTS HANDMADE BY YOU? *Respond honestly.*
 Yes, completely handmade by me/partner Mostly handmade by me/partner
 Some handmade by me/partner Not handmade by me/partner

LIST ALL YOUR CRAFTS with brief descriptions, if necessary. Begin with your main item & list in decreasing amounts if you sell more than one craft. You may attach a separate page if you have a lengthy list.

PLEASE READ AND ANSWER COMPLETELY.

CIRCLE ONE CHOICE: I WOULD LIKE ...

Indoor Space **OR** Outdoor Pavilion Space **OR** Outdoor Walkway Space
YES NO For indoor space only - I would like to use the ONE table & 2 chairs that are provided for an INDOOR space.

YES NO I am paying for one additional indoor table. (If YES, add \$5 to your fee.)

YES NO I need electricity and will provide my own extension cords.

YES NO INDOOR ONLY - I plan to set up Friday, November 9 from 5 to 8 PM.

YES NO I plan to set up Saturday morning, November 10 from 6:30 AM to 8 AM.

YES NO I have exhibited at a TFC craft show in the past. If YES & if you would like to be in same location, please list where you were assigned. Be specific please.

Special notes, if applicable: _____

YES NO I am willing to be placed on a waiting list if no space is available.

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CHECKLIST OF THINGS TO MAIL:

- _____ neatly completed 2 page application
- _____ check – TRINITY CRAFT SHOW for \$_____ for INDOOR space
- _____ SASE – Self-Addressed Stamped Envelope – BUSINESS size envelope (9 1/2”x4” envelope) with correct postage attached
- _____ (optional) craft photos and/or business cards

Send the above info to
BETTY B. EVELHOCH
434 MOUNTAIN VIEW ROAD
SHIPPENSBURG, PA 17257-9639



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Note – Country Christmas Craft Show will be November 10, 2018.

Application/info available at www.trinitywb.org after 7/1/18.