



## **Bishop Kearney High School Craft & Home-sale Vendors Fair**

December 3, 2016

11 – 4 p.m. (set up begins at 9:30)

Application and contract submission cutoff date is November 26, 2016, however please make your best effort to submit your application within one week of receipt. If multiple vendors from the same company (i.e., two Mary Kay Vendors) express interest, the first to complete and submit the application and fee will receive the space. All applications received by 11/10 will be included in the Facebook poster and other flyers created. Our students will be making and selling food at this event, so come hungry!

Your Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

Business name or product line you are selling: \_\_\_\_\_

Description of product(s)/goods: \_\_\_\_\_

\_\_\_\_\_

The Craft & Home-sale Vendor Fair is December 03, 2016, from 11 a.m. – 4 p.m. with set-up starting at 9:30 a.m. Pricing for this event is as follows... \$35 table fee, (the space is 2 x 8 Ft. )and a \$15-\$20 item/ gift basket to be raffled off. If you wish to have a second vendor at your table, the table fee is \$50 and both vendors must provide a \$20 gift basket. No more than two vendors are to be at each table.

(Raffle proceeds and table fees will be donated to the Bishop Kearney Parents Association)

Access to electricity is very limited, so if you MUST be near an electrical outlet in order to demonstrate your actual product, please indicate that in the space below. Close location to an outlet or extension cord is on an AS NEEDED basis and those whose business actually necessitates electricity will be given first priority. It should be noted that it is highly likely that these spots will sell out quickly.

(Please check one) **NEED** electricity \_\_\_\_\_ Do **NOT NEED** electricity \_\_\_\_\_

Table assignments will be made by the organizer(s). There will be no duplicate vendors, however there may be similar vendors. If there are similar vendors (i.e., Avon & Mary Kay), the organizer(s) will make all efforts to create some space between the two vendors. If you would like to be set up next to a specific person/vendor please indicate that here.

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I understand and agree that neither the organizer(s) nor **Bishop Kearney High School** will be held responsible or liable in any way, whatsoever, for any loss, theft, damage, or defacement of any vehicle or property brought, displayed or used in display of any exhibit, no matter how damage may have been caused. I understand the guidelines and show requirements detailed in this application and, by signing below, agree to comply with them.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please make all checks payable to: **Bishop Kearney High School**

Please mail the application to:

Bishop Kearney High School

c/o Joanne Russotti

125 Kings Hwy South

Rochester, NY 14617

We will send you an email confirmation once your application and payment have been received.

If you would like to pay via PayPal, that is an option that can be accessed through our website. Visit [www.bkhs.org](http://www.bkhs.org) and select the PayPal tab within the donations link. Please be certain to write, "Vendor Fair" in the memo. Please mail your completed application to the above address and write, "Paid via PayPal" on it.

Thank you!