



25th Annual—Lorain County JVS Youth Clubs' Craft Show

2012

The Lorain County JVS in Oberlin, Ohio will be holding its Twenty-fourth Annual LCJVS Craft show on **SATURDAY, OCTOBER 20, 2012 from 9:00 a.m. to 4:00 p.m.** All proceeds will go to the vocational youth clubs as their fund raising project. Public admission is a donation of \$2.

Please note the following information:

- **SMOKING** will **NOT** be permitted in the school.
- **Vendors License and sales tax are your responsibility!!**
- **Due to new construction, some sites may not be available, however, we will place you as close to your original space as possible!!!!!!**
- Some spaces contain lockers. We are a school and there is nothing we can do about this.
- Exhibitors may **NOT** sell **FOOD ITEMS**. The Culinary Arts and Bakery programs will have food and baked goods for sale.
- **TABLES** will be provided, if needed for an additional cost. Tables measure **12" x 6'** and there would be a charge of **\$10** per table **OR** you may **BRING YOUR OWN TABLES**. One chair will be provided per vendor area. More may be requested.
- *******NO REFUNDS*******
- **SET-UP.** The JVS will be open from 4 p.m. to 6 p.m. on **Friday, October 19**, for early set-up. (**School is in session; please do not arrive before 4 p.m.**) The JVS will be open Saturday at 7 a.m. for set up.
- **PACK-UP.** Do not take down your booth before 4:00 p.m. If you anticipate doing this, please do not come to this show. It is not polite to other crafters as well as to our customers.
- We are **NOT** guaranteeing that students will be available to aid you in setting up and taking down your booth. Students will be available for assistance in most cases.

CONTRACT DEADLINE FOR SPECIAL REQUESTS. If you want a specific location or space, you must write this information on your contract. We will **ATTEMPT** to honor, on a first come, first served basis, all special requests as to location, wall space, electrical and other needs **IF YOUR CONTRACT IS IN BY MAY 31.** If you are a returning crafter and you did not like your location last year, please state this. We will make every attempt to relocate you.

After the May 31 date, crafters will be assigned a location on a numerical basis.

Contracts will be accepted until spaces are filled. First come, first served.

- **CONFIRMATION.** We will be sending a letter confirming your space. If you have not received a confirmation by September 15, please contact us.
- All booth workers must be here before 9 a.m. Anyone helping a vendor that arrives after 9 a.m. must pay the admission price at the door.
- **IMPORTANT. Whatever size space you reserve, that's how much area you have. You cannot go beyond this with your displays. THIS IS NON-NEGOTIABLE.**
- We will **not** have booth sitters available.
- Information concerning registration procedures will be sent to you with your confirmation.

Please fill out the space contract provided. If you have any questions concerning the contract call Tina Bailey at Elyria/Oberlin-774-1051 (ext. 2268), Lorain—986-6601 (ext. 2268). Leave a message and she will return the call. We are only here occasionally during July; we will contact you ASAP if you have questions.

***Lorain County JVS Vocational Youth Clubs
Craft Show***

Vendor ID

SPACE CONTRACT

DEADLINE: Contracts accepted until all spaces are filled. First come, first served.

Name: _____ Phone Number: _____

Address: _____ City: _____ Zip: _____

Business Name (if applicable): _____

Space Needed (Circle One): **6 ft. deep x 7 ft. wide Space \$30**
6 ft. deep x 14 ft. wide Space \$50

I will need _____ table(s) at a rate of **\$10** per table. One chair will be provided per vendor.

Main Type of Craft Displayed (be specific) _____

SPECIAL REQUESTS

DUE TO NEW CONSTRUCTION IN THE BUILDING SOME SPACES MAY NOT BE AVAILABLE, WE WILL ACCOMMODATE AS MUCH AS POSSIBLE.

_____ Access to an electrical outlet. (If using a computer bring all necessary hook-ups, including surge protectors.)

_____ Wall space.

_____ Returning Vendor...would like a new location, not the same spot at last year.

_____ Same spot as last year (include space number and/or map if you have it).

NO SPECIAL REQUESTS HONORED AFTER MAY 31ST.

Office use only:

Date contract was received at the JVS: _____

Check # _____ Total amount paid _____ # of Tables needed _____

Send CONTRACT and PAYMENT

To reserve a **specific space and/or special requests by May 31st.**
Contracts accepted until spaces are filled. First come, first served.

****Include Self-Addressed, Stamped Envelope (Legal Size).****

- **Make checks payable to: Lorain County JVS**
- **Mail checks to:** Craft Show/Tina Bailey
Lorain County JVS
15181 State Route 58 South
Oberlin, OH 44074

Contract # _____