



**31st Annual
Lorain County JVS
Youth Clubs' Craft Show
SATURDAY, OCTOBER 20, 2018 - 9:00 AM to 4:00 PM**

2018

All proceeds will go to the Vocational Youth Clubs as their fundraising project. Public admission is a \$3 donation. Please note the following information:

- Requested spaces and special requests are **not guaranteed** and location of spaces may change without prior notice, however; we will make every effort to accommodate.
- It is never our intent to change the location of spaces. However, construction or other concerns may force us to do so. In such cases, we will do our best to place vendors in the best location available.
- Returning Vendors: We will hold spaces for returning 2017 vendors until March 1, 2018. After that date, all remaining spaces will be distributed chronologically by the date contracts are received. We will begin taking contracts on October 23, 2017.
- **CONFIRMATION: After April 1, 2018** you will receive a vendor confirmation with information about the event.
- **SMOKING** is **NOT** permitted anywhere on the Lorain County JVS campus.
- Vendor license and sales tax are your responsibility.
- Exhibitors may **NOT** heat or prepare food items on site. There is absolutely no cooking allowed by vendors on our campus. The Culinary Arts and Bakery programs will have food and baked goods for sale.
- Tables can be provided for an additional **\$10**; tables measure **18" x 6'** (they are long and narrow!). However; you may also bring your own tables. One chair will be provided per vendor area; we are happy to provide extra chairs upon request.
- *******NO REFUNDS*******
- **SET-UP:** The JVS will be open from 4:30 PM to 6:00 PM on **Friday, October 19**, for early set-up. **School is in session; YOU MUST not arrive before 4:30 PM.** The JVS will be open again on Saturday at **7:00 AM** for set up.
- 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.
- **If you are not in place by 8:45 AM on Saturday, October 20, 2018, your space will be re-distributed to a waiting vendor!!** We typically have a waiting list of 50+ vendors.
- **PACK-UP:** You are required to keep your booth set-up **COMPLETELY until 4:00 PM.** No unmanned booths are permitted; we will **NOT** have booths-sitters available for your use.
- **IMPORTANT: Your reserved space will be marked off with tape. You cannot move the tape or go beyond the space with your displays. THIS IS A SAFETY ISSUE; IT IS NON-NEGOTIABLE.**

Please fill out the space contract provided. Feel free to contact Christina Pelto with questions or concerns at 440-774-1051, ext. 22273 or via email at tpelto@lcjvs.net.

**CRAFT SHOW INFORMATION WILL BE AVAILABLE ONLINE AFTER OCTOBER 23, 2017
at www.lcjvs.com; Click on Forms; Community Forms; scroll down to Craft Show.**