



Sands SMPO Craft Fair

Sands Montessori Gymnasium and Cafetorium

6421 Corbly St, Cincinnati, OH 45230

Saturday, November 16, 2019

Event: 9:00 am - 2:00 pm

Set Up: 7:00 am - 9:00 am

Vendor Registration:

Name: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip code: _____

Contact Phone #: _____

Email address: _____

Craft (be specific): _____

Space Rental:

\$25.00 for 10 X 10 space [Tables are **NOT** provided]

\$5.00 for Kids Market (table space)

Electric needed-(limited) (circle one): YES (\$10 fee - extension cords **NOT** provided) NO

Payment: Credit Card, Cash or Checks payable to: **SMPO**

(No deposits shall be accepted, payment must be in full to receive rental space.)

There is a \$35 fee for all returned checks and a 3% upcharge for all credit card transactions.

Credit Card Number

Expiration

Name on Card

-over-

I paid via (circle one): **CREDIT CARD** **CASH** **CHECK/MONEY ORDER** (check #)

I offer to donate the following Item(s) (\$15-20 value) as a raffle item: _____

Your generous donation will raise money to benefit SMPO.

Return registration and fees to:

SMPO, 6421 Corbly St., Cincinnati, OH 45230 ATTN: Jessica Raines

For More Information: Please contact Jessica Raines (513)473-8956 or email:

rainesfamily03@gmail.com

1. We will do our best to accommodate those requesting electricity. It is the crafters responsibility to provide their own extension cord. There are limited power outlets available.
2. Crafters are responsible for protecting their property and merchandise from damage or loss.
3. You must bring your own booth equipment, including tables. No nails, screws, staples or tape may be put in/on floor or walls. Tables must have protective covering on feet to prevent damage to the floors. All booths must be safely constructed and not constitute a hazard.
4. Tear down begins at 2:00 pm and crafters must be out of school by 3:00 pm. The crafters shall be responsible for removing all merchandise and/or goods, leaving leased space in neat and clean condition.
5. Once crafters have unloaded their vehicles they must be parked in a marked parking space for the duration of the event.
6. If crafter have not arrived or contacted us by 8:30 am on Saturday morning, you will forfeit your booth and fees you have paid.
7. All crafters that sell food items are responsible for having any required permit. You may be asked to leave if you have not obtained the proper permit to sell food items. No refund will be issued.

I have enclosed my payment and agree to abide by the SMPO Craft Fair guidelines.

Signature _____ Date _____