

Mail application to:

**Cielo Azul Elementary
Attn: Connie Cardoza
3804 Shiloh Rd NE
Rio Rancho, NM 87144**

Email: rccardoza@cableone.net
Or visit our website: www.rrps.net

Cielo Azul Elementary School Holiday Craft Fair Saturday December 9, 2017

We hope you choose to participate in our 6th Annual Holiday Craft Fair. The craft fair will be held **December 9th** from **9:00AM – 3:00PM** in the gymnasium and cafeteria of our Elementary School.

GUIDELINES:

Exhibitors must be 18 years of age or older to participate.

All items for sale in the craft area must be made by the exhibitor, limited ready-made items allowed. The craft fair committee will tour the booths and if any type of merchandise is found to be unacceptable, you will be asked to remove it from your booth or you will be asked to leave the fair. If you are asked to leave, your entry fee will not be refunded.

The entry fee is payable at the time the application is sent and must be accompanied by the application form. **Application deadline is December 4th, 2017**, or until all spaces are filled. Entry fees will be returned if all the spaces are filled. An acceptance e-mail will be sent to you once your application is accepted.

By applying to this Fair, you agree to an inspection of your booth by the craft fair committee. **Set-up time will be Saturday, December 9th, 2017 from 7:00-8:45am.** Booth must be completely set-up by 9am.

Please use the gym entrance to the school to check in.

Exhibitors must provide their own booth display.

TABLES AND/OR CHAIRS will be available for a \$10.00 rental fee. Electricity will be available in limited booths. Please see application for further information.

All displays should be contained within the assigned space(s). No display should obstruct the view of other exhibitors. No nails or tape may be used on the walls. There are a limited number of electrical outlets available (for an additional charge), and these will be reserved on a first-come first served basis. You must provide your own extension cords that comply with current fire codes.

BOOTH # _____

For office use only

Date received: _____ Check # _____ Amount Received \$ _____

Confirmation sent _____

6th ANNUAL Cielo Azul Holiday Craft Fair Application

December 9th, 2017

Deadline for application: **December 4th, 2017** or until full

NAME _____

BUSINESS NAME _____

EMAIL _____

ADDRESS: _____ CITY: _____

STATE: _____ ZIP: _____

HOME PHONE: _____

MOBILE PHONE: _____

DESCRIPTION OF CRAFT/ITEMS FOR SALE:

BOOTH SPACE: **8' X 8' @ \$25.00**/SPACE # OF SPACES _____ x \$25.00 = PRICE \$ _____

ELECTRICITY: **ADD \$5.00** PRICE _____

TABLE WITH (2) FOLDING CHAIRS: **ADD \$10.00** PRICE _____

Make checks payable to: Cielo Azul Elementary \$ total paid: _____

SPECIAL REQUESTS (no guarantee that we can honor all requests):

I, the undersigned, have read, understood and agree to the conditions of the fair and its sponsor, Cielo Azul Elementary School. I understand that the school is not responsible for any theft, damage to goods or my personal property, before, during or after the fair. I also agree to pay the school district for any repairs for damage to school property that is caused by me within my assigned space.

Signature: _____ Date _____