



## Greetings!!

The Smoky Hill High School Spring craft fair is being held on Saturday, March 4, 2023 from 9:00a.m. - 3:00p.m. We recognize you as either one of our past vendors or someone showing interest in our event and as such would like to invite you to apply to be a part of this reputable Smoky Hill event.

The goal of this event is to raise money for the students of Smoky Hill to fund Classroom stimulus, After Prom, and more, and is organized by the Smoky Hill PTCO. The event has been a part of the school for over 29 years and has become a way for businesses to support students while promoting their products.

Attached you will find the 2023 Spring Craft Fair Application. Please be advised that all 2022 Spring Craft Fair vendors have priority to admittance. Direct sales merchants (brand names such as Younique, Pampered Chef, etc.) are subject to a non-compete clause. We can only allow one vendor per brand name. If you were a 2022 direct sales vendor and apply *prior to the first submission deadline*, you have priority over any other same brand name vendor. If you are a unique crafter (home-made items, photographer, writer, etc.) and were a 2022 vendor and apply *prior to the first submission deadline* you have priority over any new vendors in the event of a sellout of booth space. **All 2022 vendors forfeit their priority status for submission after January 27, 2023.** No exceptions can be made as we have a lengthy waiting list. All applications will go through the approval process. Please note that payment does not guarantee a space, but payment is required with completed applications to hold a space. In the event a space cannot be secured for you a refund will be issued. Consideration after January 27<sup>th</sup>, 2023 is given on a first come first served basis. PTCO reserves the right to limit certain types of products.

All checks are deposited as received. Notification of vendor acceptance will be by email and will begin February 6, 2023. Additional information about the event will be included at that time. Booth assignments will be finalized February 22, 2023 and sent out by email.

SHHS PTCO is online! Our application is available on the website as well at [shhsptco.org/events2/spring-craft-fair-march-2023](https://shhsptco.org/events2/spring-craft-fair-march-2023). Currently, the only way to register is via the attached application and payment via check.

Please direct all questions to [springcraftfair@shhsptco.org](mailto:springcraftfair@shhsptco.org)

Thank you for your continued support and we hope to see you this Spring!

Erin Smolenski

Rob Logan

SHHS Craft Fair Co-Coordinator

SHHS Craft Fair Co-Coordinator

### REFUND POLICY

Full refund to vendors will be given if promoter is notified by February 6, 2023.

February 7 – February 27, 2023 vendors will receive a refund **ONLY** if the promoter is able to fill the booth space with another vendor willing to accept that space.

If the Craft Fair cannot take place, in whole or in part, or is cancelled by reason of an act or regulation of the school district or school, or fire, riot, civil commotion, lockout or strike or failure of electrical or other technical facilities, acts of God or other occurrence outside the reasonable control of the Promoter (Force Majeure event), the Promoter shall have no obligation or liability whatsoever to participant vendors, including no refunds of monies without exception. Alternate dates are not available to host the Craft Show in event of such cancellation as facility rentals are made a year in advance.

The Promoter reserves the right to make any alternative Craft Show arrangements in subsequent years as a result of a Force Majeure event. Vendors will be notified via email as soon as the promoter is made aware of the decision.

*Students and Parents may be available to assist you with your loading and unloading your inventory, however, this is at your own risk and you are liable for any loss incurred.*

**2023 SMOKY HILL HIGH SCHOOL PTCO SPRING CRAFT FAIR**

Business Name:		
Craft/Product:		
Category (circle one): Hand Crafted   Jewelry   Food   Clothing/Skin Care/Purses   All Other		
Brief description of Craft/Product:		
Brand Name (if applicable):		
Name:		
E-mail Address:		
Address:		
City:	State:	Zip:
Phone:	Cell Phone:	
Special Requests:		
If you would like to be featured on our FB or IG accounts, please put your username here:		

*\*\* We will do our best to accommodate special requests; however, we cannot guarantee that all needs are met*

1<sup>st</sup> & 2<sup>nd</sup> choice Location Preference

\_\_\_\_\_ West Gym

\_\_\_\_\_ East Gym

\_\_\_\_\_ Activities

**Electricity**    Y    N    (not available in all booths, must provide own power cords)

Booth Space 8' wide x 10' deep	\$100.00	\$
Additional Booth Space 8' wide x 10' deep	\$50.00	\$
Vendor Meal (Delivered to your booth) Please indicate how many of each meal. Also includes chips, drink, and a dessert	\$7.00	\$
	Meat Chili _____	
	Veggie Chili _____	
<b>Total:</b>		<b>\$</b>

**\*\*\*By returning this application with your booth fee you acknowledge that this is a fundraising event and agree to the terms of cancellation/ refunds & liability as stated in the cover letter.\*\*\***

Mail application and send check to: **SHHS PTCO Spring Craft Fair** 16100 East Smoky Hill Rd Aurora, CO 80015  
Application may also be printed online beginning November 7<sup>th</sup>, 2022 at [www.shhsptco.org](http://www.shhsptco.org)

**FINAL APPLICATION DEADLINE – February 22nd, 2023**

You must furnish your own extension cords, power strips, tables and chairs. **Early dismantle is not allowed under any circumstances**

<b>SHHS</b>	<b>PTCO</b>	<b>OFFICE</b>	<b>USE</b>		
RCVD: _____	AMOUNT: _____	CK# : _____			
# Of Booths _____ Reserved	Booths Assigned _____				

