

BURNS LAKE & DISTRICT 27th ANNUAL CHRISTMAS CRAFT FAIR 2009

This year's Craft Fair is scheduled for Saturday, November 28th. The hours of the fair will be 10:00 am to 4:00 pm. The venue will be the Lakes District Secondary School located at Highway 16, Burns Lake.

WHAT YOU CAN EXPECT FROM THE CRAFT FAIR CO-ORDINATORS:

1. An assigned eight foot space and chair or one eight foot table and chair per rental fee of \$30.00. This space will be strictly enforced so plan your display wisely!
2. Tables set up and organized in a layout determined by the amount of tables rented.
3. Set-up time: Friday, 7:00 pm to 9:00 pm and Saturday, 7:30 am to 9:00 am. NOTE: The doors will open to seniors only @ 9:00 am, the general public @ 10:00 am.
4. Doors to the gym will be closed and locked Friday evening. NOTE: Articles left overnight are done so at your own risk.
5. Doors to the gym will be opened at the appointed time of opening.
6. \$30.00 award to the winner of the best decorated table (judges will be randomly chosen from customers who shop at the fair).
7. **MOST IMPORTANTLY – A QUALITY CRAFT FAIR WITH ONLY HANDCRAFTED ITEMS.** We will be asking for a donation of a small item from your table (this is greatly appreciated, but not mandatory) to fill our very popular gift baskets, which we use as door prizes during the fair, the proceeds going to the Burns Lake Public Library, sponsors of the craft fair.

WHAT WE EXPECT FROM YOU:

1. Applications filled out with honest descriptions of goods to be sold.
2. A tablecloth on your table with an attractive display of your sale items.
3. Handcrafted items only - i.e. No foods will be allowed to be sold except for candy and condiments; these foods **MUST** be presented in a **SEALED** basket, mug, etc., that will not be opened on the floor. No vitamins, floor cleaners, etc. - no items brought in purchased for the direct purpose of resale. If you bring any of these items, you will be asked to leave immediately. You will not be given a refund and you risk being dismissed from any subsequent craft fairs.
4. All handcrafted items on your table must be handcrafted **BY YOU**. You may not purchase handcrafted items by others for resale on your table. Our waiting list is too long with crafters wishing to sell their own crafts for this to be allowed.
5. **Please refrain from the use of candles on your table. No means of warming (i.e. crockpot or microwave) may be used for samples or demonstration. Plug ins are for decorative lighting only.** Plug ins are located on wall spaces only. First come, first serve.
6. Remove all garbage from the building - ie. Bags, boxes, litter, etc. (Think of the empty boxes as being your reward for a successful sale!)
7. Park in the assigned parking area. **NOT IN THE PARKING LOT IMMEDIATELY BEHIND THE SCHOOL.** You may park in this area **ONLY** to unload your items for set up in the high school, but then you **MUST MOVE YOUR CAR** to another area i.e. the old high school parking lot. Customers are not likely to walk a block past your parked car to enter the fair.

8. Please remain until the fair has officially closed. **DO NOT LEAVE EARLY.** This will constitute grounds for being dismissed from future craft fairs put on by the library. Ensure that you have enough items to sell for an entire day.
9. If you have special requirements, please note this on your application form. **DO NOT INFORM CO-ORDINATOR AT THE LAST MINUTE!**
10. **IF YOU DO NOT REQUIRE** a table, let us know **ON YOUR APPLICATION.** Do not let us know as you arrive to set up!

Of course, even though we advertise, the main source of promotion is shoppers who spread the word and help bring in the 1,000+ people through the doors during open hours. The best way we have of ensuring a quality fair is to keep it exactly as we promote it - **HANDCRAFTED!!**

By working together we can have a wonderful fair that is one of the biggest and best sales exhibits in the Central Interior!

If you have any questions, please call the Burns Lake Public Library at 250-692-3192 or email libraryn@burnslakelibrary.com.

Send this portion into the Burns Lake Public Library at:

Box 449
Burns Lake, BC V0J 1E0
(Fax) 250-692-7488

Name : _____ Phone #: _____

Address: _____

Email: _____

I will be selling : _____

My special requirements are: _____

If you **DO NOT** need a table let us know **NOW**, not the day of the craft fair!!!!

I wish to book _____ table (s).

I **DO NOT** need a table, but wish to book _____ (Space[s]).

DUE TO THE VENUE, LIMITED WALL SPACE OR PLUG-INS CAN BE PROVIDED. Please be prepared to provide your own backdrop in lieu of wall space. Every effort will be made to set up as similar to years past as possible.

