

# WEHS Senior Class Bazaar 1<sup>st</sup> Annual Arts & Craft Fair/Exhibitor Bazaar

Wylie East High School\*\*3000 Wylie East Dr., Wylie, TX 75098\*\*

Senior Parent Committee

[WylieEastAlpha2012@yahoo.com](mailto:WylieEastAlpha2012@yahoo.com)

## 2011 Craft Show Application

Please Print or Type

First \_\_\_\_\_ Last \_\_\_\_\_ To be filled out by Chair:  
Exhibitor # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

Fax (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Company Name \_\_\_\_\_

Website address \_\_\_\_\_

Vendor items:

The following item or items will be displayed and/or sold in the Exhibitors Space(s): Please include a photo or website link of product being offered. Please describe in detail the type of display, presentation and items to be sold. Only items listed for sale on this application will be allowed (please be very specific). NO FOOD, WATER OR DRINK SALES PERMITTED BY VENDORS

### Please Describe All Crafts to be Displayed

---

---

---

All applications must be accompanied by photographs or a website of your craft & all items to be displayed.  
Photos will not be returned.

# 2011 Craft Show Application

## CHECK-IN, SET-UP, AND CLOSING PROCEDURES

1. **Saturday October 22, 2011: Check-in from 7:00 – 9:00 am. Please do not attempt to move in sooner, giving the custodians time to clean the building prior to set up.**
2. **Vendors MUST be present Saturday morning, October 22, 2011 NO LATER than 8:00 am for check-in and set up, or have made arrangements with the Senior Parent Committee prior to Friday.** (If vendors are not present or have not made prior arrangements with the vendor chairs, the vendor chairs will assign their space for the show to wait-listed applicants. Booth fees will not be returned.)
3. **All set-ups MUST be completed by show time.**
4. You are responsible for carrying and displaying your own material(s) into/out of the building.
5. NO decals, stickers or permanent tape of any kind may be placed anywhere in the school building.
6. Once your items are unloaded, please move vehicles into the designated parking areas.
7. There will be **NO TEARING DOWN BEFORE THE SCHEDULED CLOSING TIME**. This includes bringing in boxes, packing, or dismantling of displays. This rule is strictly enforced. Failure to abide by this rule could jeopardize your participation in future shows.
8. *If you must cancel your participation*, please notify us immediately in writing. Failure to do so will jeopardize your participation in future shows. **Cancellations MUST be done at least 5 days (October 17<sup>th</sup>) before the show date.** There will be no refunds or transfers due to cancellations.

**\*\*IMPORTANT\*\* - YOU WILL NOT BE ALLOWED TO ENTER THE BUILDING PRIOR 7:00 A.M. ON SATURDAY. You must vacate the building NO LATER THAN 6:00 P.M. ON SATURDAY -NO EXCEPTIONS!**

## GENERAL

1. Each exhibitor is responsible for his/her own money, cash box and sales receipts. The Senior Parent Committee cannot provide that service. We will not provide change to Exhibitors.
2. **No one other than the Senior Parent Committee will be allowed to sell food for consumption, on the premises. This will be strictly enforced.**
3. **No exhibitors will be allowed to sublease any part of their booths.**
4. Exhibitors must be in attendance at their booth at all times during the show. Members of the **Senior Parent Committee** are unable to assist you in operating your booth.
5. **No exhibitor may dismantle their inventory prior to the closing hour of the show.**
6. No smoking is permitted in the building at any time.
7. Exhibitors must demonstrate appropriate attitude and decorum at all times.
8. There will be no baby-sitting service for merchants' children; therefore, please have someone available to watch your children at all times including set-up and take –down.
9. Neither the **Senior Parent Committee** nor Wylie East High School assumes responsibility for loss, damage, or breakage to property exhibited by the vendor. No insurance of any kind will be furnished for the exhibitor.
10. Exhibitors are responsible for any damage to school property resulting from their own negligence.
11. **Once an exhibitor is accepted to participate in the WEHS Senior Class Bazaar, all fees then become non – refundable!**
12. The Chairs of the **Senior Parent Committee** reserve the right to enforce and/or interpret the Rules and Guidelines as final judgment, without exception.
13. No “knock-offs” or “counterfeit” items are permitted to be sold.

Please note that WEHS/Senior Parent Committee, is not liable for personal injury, loss, damage, theft, breakage, or destruction of merchandise on exhibit at your booth.

# 2011 Craft Show Application

All applications must be received signed, dated, and submitted NO LATER than 10/14/2011.  
We accept Cash, Money Orders or Checks for payment on your space in the show.

Amount Enclosed \$ \_\_\_\_\_ Check # \_\_\_\_\_

**NO REFUNDS OR TRANSFERS**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

*This contract states that you have accepted all of the rules and regulations set forth by the PTSA-Senior Parent Committee.*

**Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OFFICE USE ONLY**

Amount Received \$ \_\_\_\_\_ Check # \_\_\_\_\_ Dated: \_\_\_\_\_ \*\* Confirmation Invoice Sent: \_\_\_\_\_

# 2011 Craft Show Application

ONCE APPLICATION IS ACCEPTED, I AGREE:

- A. To hereby release and forever discharge WEHS, WISD, Senior Parent Committee and agents. All sponsoring organizations, and their directors, officers, employees, agents and volunteers from any responsibility, personal liability, claims, loss or damages arising out of or in conjunction with my application and participation in the WEHS Senior Class Bazaar. WEHS, WISD, Senior Parent Committee will not be responsible for any injury sustained by artists, vendors or guests while within space designated for the aforementioned, including the sale of all products or services occurring at such booth space. I agree to pay for all damages that may have been caused as a result of the operation of my booth, sale of my products or of any of my other actions at the WEHS Senior Class Bazaar. I further agree to store my products, merchandise, and/or art at my own risk without exception or limitations.  
\_\_\_\_\_
- B. To supply my own table(s) along with all necessary equipment and chairs for my products. \_\_\_\_\_
- C. To comply with all representations of this application and with all of the conditions and deadline set forth in the informational letter sent me upon acceptance into the WEHS Senior Class Bazaar. I further agree that if I do not comply with such representations or conditions, nor meet all requirements, I may not be allowed to operate that day of the WEHS Senior Class Bazaar and I would forfeit all entry fees. \_\_\_\_\_
- D. To attach a certificate of insurance of liability or to complete an indemnity form releasing WEHS Senior Class Bazaar, WEHS, WISD, Senior Parent Committee and agents . \_\_\_\_\_
- E. To leave my space as I found it, properly disposing of trash and all waste products within the components made available by the WEHS Senior Class Bazaar, and removing all my equipment in a timely manner at the conclusion of the Festival. I agree to pay for any expenses that WEHS Senior Class Bazaar may have incurred as a result of my not fully cooperating with the Bazaar organizers. Minimum fee incurred for non-compliance is \$500.  
\_\_\_\_\_
- F. To use my best efforts to present high quality products and services and to cooperate with Bazaar organizers in assuring the WEHS Senior Class Bazaar will be the best possible. \_\_\_\_\_
- G. Should an Act of God/terrorism/Mother Nature/or Community Disaster occur, WEHS Senior Class Bazaar staff will make all decisions regarding the Bazaar based on safety first. WEHS Senior Class Bazaar cannot accept the risk of disaster for everyone. Each participant and vendor needs to accept the risk of his or her entry fee. There will be NO REFUNDS. The money paid is used to support the WEHS Senior Class. \_\_\_\_\_

I have read, understand and will comply with all rules and regulations as outlined in this application.

Applicant's Name:	Business Name:
_____	_____
Applicant's Signature:	Phone Number:
_____	_____

Senior Parent Committee Representative:	
_____	_____
Printed	Signed
This agreement made and effective the _____ Day of _____ 20_____	

# 2011 Craft Show Application

**BOOTH REQUEST FEE COST (no electricity)**

**\$50**

**ELECTRICITY OPTIONS**

**\$10 for access to plugs**

**TABLES**

**6 FOOT TABLES with 2 chairs \_\_\_\_\_ x\$15 (Limited # Available)\$ \_\_\_\_\_**

**TOTAL BOOTH COST/AMOUNT OF PAYMENT:\$ \_\_\_\_\_\*\***

**\*\*Payment should be made by check or money order, payable to: PTSA-Senior Parent Committee Fund\*\***

**SIGNATURE:** I HAVE READ AND AGREE TO ALL THE RULES AND GUIDELINES FOR THE 2011 WEHS Senior Class BAZAAR TO BE HELD AT Wylie East HIGH SCHOOL ON OCTOBER 22, 2011.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_, 2011

THIS CONTRACT IS NOT EFFECTIVE UNTIL ACCEPTED BY THE SENIOR PARENT COMMITTEE. ACCEPTANCE OF ANY TENDERED CONTRACT IS WITHIN THE SOLE DISCRETION OF THE SENIOR PARENT COMMITTEE. IF THIS CONTRACT IS NOT ACCEPTED, YOUR FEES WILL BE REFUNDED.

**PLEASE SEND YOUR APPLICATION, PAYMENT, PHOTOGRAPHS, AND SIGNED RELEASE TO:**

**WEHS SENIOR CLASS BAZAAR 2011**

**C/O SENIOR PARENT COMMITTEE**

**3000 Wylie East Drive**

**Wylie, Texas 75098**

**214-435-2000Ti**

Questions can be sent to [WylieEastAlpha2012@yahoo.com](mailto:WylieEastAlpha2012@yahoo.com) or call Julie Morris 214-578-5780