

2019 ANNUAL FALL BAZAAR

Invitation to Apply

We would like to invite you to apply for our 2019 Annual Fall Bazaar. This will be our 29th year hosting and we are proud of the reputation our shows have earned. Our facilities offer exhibitors a clean and well-lit venue to share their talents, and our shoppers an exciting avenue for finding the latest in fine arts and crafts.

What: St Peter's 29th Annual Fall Bazaar

When: Saturday, October 12th, 2019 from 9:00 am to 3:00 pm

Where: St Peter Catholic School, 11010 SW Boulevard, Wichita KS 67215

St Peter's Fall Bazaar is constantly striving to fill our shows with the best artists available and therefore we do not operate under a "once accepted—always accepted" policy. All vendors must apply on a show-by-show basis. To continue our long-standing tradition of excellence we encourage you to read the enclosed Policies and Procedures thoroughly. We reserve the right to reject any application in our view that does not meet the published criteria.

AGAIN THIS YEAR! We are excited to announce that we will be opening some space back up that allows us to have extra booths in 2019. Therefore, we have created an incentive program for not only new vendors, but also our returning vendors.

- **Returning vendors: \$10.00 refund for** referring a new vendor that reserves a booth at the St Peter Fall Bazaar in 2019. You will receive a cash refund the day of the show. The new vendor must put your name in the 'Referred By' area of their application and be paid in full. (up to \$20 for 2 referrals)
- **New Vendors: \$10.00 refund on** your Booth fee(s) for the St Peter Fall Bazaar in 2019. You will receive a cash refund the day of the show. You will need to put 'NEW VENDOR' in the 'Referred By' area as a way of accepting this discount and be paid in full. (up to \$20 for a double booth)

We will place advertisements in the Wichita Eagle, Catholic Advance and several local newspapers. Announcements are also placed in all the Catholic Church bulletins, several Crafters' Directories and on our Facebook page. We encourage you to post pictures of your booth, any specials you will be running and post the link to other pages for more effective circulation of this great event.

As a vendor, we will offer complimentary coffee, water and tea throughout the day from our hostess cart. You will also be able to choose from a variety of food selections for purchase that will be delivered to your booth for lunch. Among the menu items are the famous homemade bierocks, cinnamon rolls and soup. The kitchen will be open during Friday's setup time as well as all day Saturday.

Enclosed you will find the application for the Fall 2019 bazaar. When applying, return your completed form, along with payment for your desired booth size/location **by August 17th, 2019**. Multiple booths may be requested if more room is needed. For your convenience, electricity can be available and/or tables can be rented for a small fee. We will have these items available in your booth when you arrive to setup if you select them on your application.

We look forward to hosting another first-class event and hope you will choose to join us this fall. If you have any questions, please feel free to contact me.

Sincerely,

Gina Nicoli

StPeterFallBazaar@gmail.com

(316) 650-0304

10100 SW Boulevard, Wichita, KS 67215 • StPeterFallBazaar@gmail.com

ORGANIZED BY THE ST. PETER CATHOLIC CHURCH ALTAR SOCIETY

St Peter Fall Bazaar Application

Saturday, October 12th, 2019

11010 SW Boulevard, Wichita, KS 67215

Applications due by August 17th 2019

Cash | Check No. _____

Amount _____

Date Paid _____

Assigned Booth _____

**Vendor Requested Booth _____

**We do our best with all requests, however it is not guaranteed

Vendor Information

Full Name _____ Phone: _____

Booth Name _____

Vendor Type New Returning If returning, do you prefer your same location? Yes No

Referred By _____

Items to Exhibit _____

Address _____

City

State

ZIP Code

Vendor Email** _____

How Did You Hear About Us? ***The default method for all communications will be email unless otherwise noted by the applicant*

(circle one) Facebook | St Peter Website | Newspaper | Other _____

Booth Selections

Please select one—	Size (Depth x Width)	Cost	Amount Due
<input type="radio"/> Gymnasium	8' x 10'	\$50.00	
<input type="radio"/> Gymnasium	8' x 15'	\$75.00	
<input type="radio"/> Gymnasium (requires you sit at end of booth)	4' x 10'	\$20.00	
<input type="radio"/> Gymnasium Corner	8' x 10'	\$60.00	
<input type="radio"/> Gymnasium Corner	8' x 15'	\$85.00	
<input type="radio"/> Commons / Entry	8' x 10'	\$40.00	
<input type="radio"/> Commons / Entry	8' x 15'	\$60.00	
<input type="radio"/> Hallway Area / Entry (requires you sit at end of booth)	4' x 10'	\$20.00	

Tables and Electricity (Delivered to your booth before you arrive and setup)

Optional—	Quantity Needed	Cost per Item	Amount Due
<input type="radio"/> Rectangle Banquet Table		\$10.00	
<input type="radio"/> Electricity (limited spaces available)		\$ 5.00	

Total Amount Due

Total Amount Due: _____

Checks payable to: **St Peter Altar Society**

Application and Fees can be mailed to: SPS Fall Bazaar c/o Gina Nicoli, 2607 Glacier Ct, Wichita KS 67215

Telephone: (316) 650-0304 | StPeterFallBazaar@gmail.com

I have read the St Peter Fall Bazaar Policies and Procedures and agree to abide by them upon my acceptance in the show.

Signature: _____ Date: _____

St Peter's Fall Bazaar Policies and Procedures

Rules, Policies and General Information

1. Exhibitors need to submit an Application form and the appropriate fees by **August 17th, 2019**.
2. Exhibitors should not assume **automatic acceptance** or **same booth location** based on prior years participation. We will do our best to accommodate such request, however cannot make any guarantees.
3. **New Vendors Only:** Four (4) different photos of your craft must accompany applications. One (1) photo must show your overall booth, and the remaining three (3) photos of individual craft items. For identification purposes, please place your name and phone number on the back of each photo. Photographs will not be returned.
4. There will be no refunds for cancellations after **September 1st**.
5. Booth space is not transferable. When the show fills up, we will begin a waiting list on a first-come first-served basis.
6. In the event St Peter Altar Society cancels the show due to inclement weather the rental fees will be forwarded to the following St. Peter's Fall Bazaar.
7. No more than two (2) exhibitors may share a booth.
8. Longstanding vendors will be accepted at our discretion. Only those items listed on the application form and shown in the accompanying photographs may be displayed the day of the show. If items not listed on your application form or in your pictures are displayed, you will be asked to remove those items.
9. Exhibitors will be selected based on:
 - Photos of product
 - Photos of booth appearance
 - Variety and quality of product
 - Overall balance of show
10. St. Peter's Altar Society hosts a "Country Store" filled with homemade baked items provided by ladies of the parish. Therefore, no baked items may be sold by vendors unless prior permission is obtained.

Show Details

1. The show is scheduled for Saturday, October 12th, 2019 from 9:00 a.m. to 3:00 p.m. For future planning our shows are always scheduled for the second Saturday of October.
2. **All exhibitors are required to remain open during the entire show.** When the show closes at 3:00 p.m., each exhibitor is responsible for **prompt** removal and cleanup of his/her booth area.
3. Exhibitor set-up times are as follows:
 - Friday, October 11th - 5:00-9:00 p.m.**
 - Saturday, October 12th - 6:00-8:30 a.m.**

We require that all booths be set up and ready for business by 8:45 a.m. the day of the show. St. Peter is unable to offer insurance to cover loss, theft or damage of booth or personal items. For peace of mind, we do hire security overnight on Friday to ensure the safety of your items. However, each exhibitor must accept responsibility for his/her own inventory.

4. Tables and electricity are available to rent for a fee. Please mark your application with the desired amenities and we will have those setup in your booth prior to your arrival.
Note: Exhibitors are responsible for their own extension cords for electricity and must furnish their own display equipment.