

2017 St. Louis Church Holiday Arts & Crafts Show

Saturday, November 18, 9:00 a.m. – 4:00 p.m.



Dear Vendor:

Here are the details for the St. Louis Church Holiday Arts & Crafts Show - Saturday, November 18, 2017.

➤ Show Details

- Booth Sizes: 8' x 10' (inside gymnasium) or 3' x 10' (interior hallway)
- Entry Fee: \$75 per space (gym) or \$35 per space (hallway)
- Fee Includes: One (1) folding chair
Access to electrical outlet (if requested on application)
Tickets for Coffee & Donuts Saturday morning
- Rental Tables: \$15 each – 2' x 8', uncovered wood
- Booth Location: Same as previous years, unless otherwise requested.
** New vendors are assigned to open spots based on the date your application and deposit are received.
- Set-up/Load-in: 5:00 p.m. – 9:00 p.m. on Friday, November 17
7:30 a.m. – 9:00 a.m. on Saturday, November 18 before the show opens
- Loading Assistance: \$5.00 - provided by St. Louis Church Youth Ministry members. This is paid for at the show.
- Show Hours: 9:00 a.m. – 4:00 p.m.

➤ Show Marketing

- Advertising: West Tennessee Catholic/Faith Magazine
Radio
Banners at CBHS & St. Agnes
- Press Release: To all media outlets
- Street Signage: Beginning in October
- Flyers: 50 copies sent to each vendor in October

If you would like to participate in the 2017 show, please complete the application forms and return with a non-refundable deposit of **\$25** by **September 15**. The additional donation must be received by October 15.

If you have questions, please contact me via e-mail at vicbuch@bellsouth.net or at 901-320-0018.

We look forward to seeing you all for another wonderful show!

Sincerely,
Kim Buchholz, Chairperson & Paul Walker, Youth Director