



## “Friends” Craft Fair

**Date: Saturday November 13, 2021**

**Time: 10am – 4pm**

**Location: Cartersville Civic Center, 435 West Main St.**

### **Space Information:**

- Set up begins at 8:00 am on November 13 (Vendors must be unloaded, cars moved to back of parking lot and ready for sales before 9:45 am)
- Take down begins at 4:00pm on November 13; PLEASE NO EARLY TAKE DOWNS
- Tables are available for use (8 foot), for \$5 each
- Chairs (2) are available at no cost with table rental.
- Space approximately 8' X 8'. More than one space may be reserved
- Spaces will be assigned and a layout map available day of fair
- Sale of non-perishable craft items and mixes only, unless prior approval
- FOL reserves the right to review items for sale and can require the removal of any items not deemed appropriate for a family oriented event.
- Limited spaces with electricity are available. You must supply your own extension cords and tape cords as appropriate

### **Crafts:**

All items must be handmade by the exhibitor. We take this very seriously. No commercial sales are acceptable, i.e., Tupperware, Pampered Chef, Creative Memories...

### **Food:**

Food vendors being sought. Limited electricity. Coffee and light refreshments will be served gratis in our vendor's only area located inside the facility.

### **Building regulations:**

No smoking, lighted candles or alcoholic beverages permitted.

### **Courtesy:**

Crafters must stay in designated space markers. Small children must be attended at all times, for their safety as well as out of respect for the property of other vendors. Vendors are responsible for cleaning and disposal of all trash from their area.



## Friends Craft Fair 2021 Registration Form

Name: \_\_\_\_\_

Business name: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Description of craft items for fair roster, 15 words max, please:

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**This application becomes the contract upon receipt of your rental fee and signature below.**

*I, \_\_\_\_\_, a vendor in the Friends of the Library 2021 Craft Fair do hereby release Friends of the Library, the Bartow County Library System and the Friends Board of the responsibility for any and all damages to myself or my property which may occur in the course of preparation, execution or clean-up of the 2021 craft fair held at Cartersville Civic Center, 435 West Main St., Cartersville.*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

E-mail completed, signed reservation form to Friends of the Library at [friends.craftfair@gmail.com](mailto:friends.craftfair@gmail.com)