

FAQ

1. Can I choose my booth space?

You may submit your first and second choice for a booth space during the online payment process. Choices are not guaranteed and will be assigned in the order in which payments are received. Please note that most booth numbers have changed from last year. Please refer to the craft fair layout document to ensure that you are asking for the booth number that you would like to have.

2. How large is a single booth space?

Approximately 8'x 8'. The tables we provide are 8' long so they take up the entire width of the booth. If you plan to sit behind the table and need to be able to get in and out of your booth (especially if you are located along a wall) we recommend that you bring your own, shorter table.

3. How do I know if a booth is still available?

The list of available spaces will be updated as often as possible on the registration page. Check the list before registering.

4. After registering, how will I know which space I have been assigned for the event?

You will be notified of your space assignment by email when we send verification of registration. That will occur after we receive payment and the registration form.

5. What if I need electricity?

Limited electrical outlets are available. You must supply your own extension cords and tape cords as appropriate. We highly advise that you bring display items that can be operated by battery such as lighting, etc.

6. Who do I contact if I have problems registering or need additional information?

Please email Friends.craftfair@gmail.com. As this email address is monitored by FOL volunteers, the email may not be answered immediately. We will do our best to respond promptly.

7. What time does set up begin on the morning of the event?

8:00 am. Vendors must be unloaded and cars moved to the back of the parking lot before **9:45 am.**

8. What size are the tables available for rent?

8 feet. The tables are the same length as the booth. Please refer to the layout map to understand where your booth is located. If you plan to sit behind the table and need to get in and out, especially if your booth is in a long line of booths against a wall, we recommend you bring your own, shorter table.

9. Do you have chairs for the vendors?

2 chairs are available at no cost with table rental.

10. Can I use Christmas lights in my table decoration?

Yes, but you are not guaranteed access to power. Battery-powered lights are recommended.

11. When is the deadline to register?

There is no hard deadline. Booth availability is first-come, first-served. When booths are full, registration closes, however, we will maintain a waiting list.

12. Is there a discount if reserving two or more spaces?

No.

13. Do Friends members get a discount on registration?

No, but Friends members do get one week of priority registration when it opens.

14. Can I get a refund of my registration fee if I have to cancel?

Registration fee can be refunded if we are notified more than 14 days from the date of the event.

Refunds will not be provided for cancellations within two weeks of the event. It may take up to 30 days to receive your refund.