



Soroptimist Creative Craft Fair

Saturday, November 26, 2022

Park County Fairgrounds

655 East 5th Street

Powell, Wyoming 82435



Sponsored by Soroptimist International of Powell

www.SIPowellCraftFair.com

Dear Craft Fair Vendors:

We invite you to join us as we again host our annual Soroptimist Craft Fair on the Saturday following Thanksgiving!

The facilities will include:

- Heart Mountain Hall (large building)
- Homesteader Hall (small building)

REMINDERS:

- Applications will be available online beginning August 1, 2022.
- Vendor spaces will be assigned on a first-received basis upon submission of payment.
- All vendors & assistants are the sole responsibility of the applicant.
- \$70.00 per table/space.
- Spaces are approximately 8' wide x 10' deep (one table per space).

VENDOR CHECKLIST:

- **Payment in full** (check or money order) to:
Soroptimist International of Powell
P.O. Box 66
Powell, Wy 82435
 - **Completed & Signed Contract**
- Sign up On-Line on our website**
at www.SIPowellCraftFair.com
and submit your payment
through PayPal

****OR****

*****DO NOT SEND CONTRACT OR PAYMENT TO THE FAIRGROUNDS!*****

Contact Numbers:

Stacie Faxon 307-760-1676

or

Dawn Jarrett 307-254-1340

Soroptimist Creative Craft Fair
VENDOR INFORMATION

- **Subletting or changing names on allotted spaces** only permitted with Craft Fair Committee approval.

- **NO REFUNDS AFTER NOVEMBER 1, 2022.**

- **VENDOR SET-UP TIMES:**

Friday, Nov. 25	1:00 – 6:00 p.m.
Saturday, Nov. 26	7:30 a.m. – 8:45 a.m.

- **CRAFT FAIR OPEN TO PUBLIC:**

Saturday, Nov. 26	9:00 a.m. – 3:00 p.m.
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- **Please do not break down your space before 3:00 p.m.** Shoppers expect to shop until the advertised time.

- **VENDOR CHECK-IN:** A Soroptimist member will come by your table to check you in during set up. We will be on hand to assist with any issues that may arise.

- **VENDOR SPACE CONFIRMATION:** Confirmation of Contract will be sent by EMAIL (or by mail if no email is available) upon receipt of your completed contract. All confirmed spaces/tables will be held until 9:30 a.m. on the day of the Craft Fair. At that time, spaces will be offered to other crafters.

- **DISPLAYS & WALLS:** Crafters must provide their own pegboard, racks or shelving. No items may be attached to the walls of either building.

- **PARKING & UNLOADING:** After unloading, please park your vehicles in the parking areas north and west of the buildings as a matter of courtesy. This leaves the larger front parking area for your shoppers.

- **FOOD CONCESSIONS:** There will be food concessions available for crafters & shoppers with seating in designated areas.

Visit our website:
www.SIPowellCraftFair.com

Like us on Facebook:
www.facebook.com/sipowellcraftfair

Thank You!



CONTRACT

2022 Soroptimist Creative Craft Fair

Vendor Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Contact Phone: _____

Email Address: _____ *Your email will not be shared.*

By providing your email address you are giving Soroptimist Creative Craft Fair permission to add you to their eNews/email list to receive general email notifications regarding Craft Fair

Enter Quantity of space(s): 8 X 10

- | | |
|--------------------|-----------------------------|
| _____ One space | \$70 |
| _____ Two spaces | \$140 |
| _____ Three spaces | \$210 <i>(if available)</i> |

****How many tables will you need?** _____ **Chairs** _____

Special Requests: (will be considered, but not guaranteed, i.e.: building choice, same space as previous year, etc)

*Note we are re-numbering spaces and will try to get you in the same area if you request previous space.)

Items to be Sold: *(brief description – if home-based, also list product brand names here)*

All vendors & assistants are the sole responsibility of the applicant and agree to indemnify and hold harmless Soroptimist International of Powell, its agents and Servants, from any and all liabilities arising out of the use and occupancy of its premises, parking lots and the Park County Fairgrounds equipment. Furthermore, Soroptimist International of Powell shall not be held responsible or liable for any theft, loss, or accidents that may befall a crafter or any of the crafter's helpers or entourage during the crafter's occupancy of the space. The undersigned has read and voluntarily signed this contract and further agrees that no oral representations, statements or inducements apart from the foregoing written agreement have been made. I have read this document and I understand it is a release of ALL claims. I voluntarily sign my name, evidencing my acceptance of the above provisions.

Signature: _____ Date: _____