

La Cueva High School Band

2024 Holiday Craft Fair Application

SATURDAY December 7, 2024, 8:00 am – 4:00 pm

This craft fair is run by the La Cueva Band Booster Club, not La Cueva High School. Please do not contact the school. Your booth fees/donation benefits the La Cueva HS Band program. Thank you for your support!

RULES - PLEASE READ!

Silent Auction participation is required, \$15 donation or an item of same value (\$15) or more. No exceptions. **Crafters that do not participate will not be included in future shows.** Please have your item available at check in, we will collect first thing in the morning.

BOOSTER CLUB DOES NOT ACCEPT ELECTRONIC PAYMENT. MONEY ORDER OR CHECK IS ACCEPTED. Please fill out and sign your money order, DO NOT SEND IT BLANK.

DO NOT SEND MONEY THROUGH FACEBOOK/MESSENGER/INSTAGRAM- WE WILL NEVER MESSAGE YOU FOR PAYMENT.

Parents/Students are very grateful for your attendance at the craft show and volunteer their time to help vendors with unloading and loading your items, we may not have enough volunteers for every vendor. **Please be patient and understanding. In no way will we tolerate rudeness towards volunteers (parents or students).**

Silent Auction – every vendor must donate an item or pay the fee (\$15.00), **no exceptions.** Donated items must represent your craft and be of value of at least \$15.00. Students will collect your items in the morning, please have them ready. **Silent auction items are a donation, they will not be returned if not sold. Again, in no way will we tolerate rudeness towards our silent auction volunteers.**

Spaces are 10x6 for \$85.00, 15x6 for \$150.00 and additional \$25.00 for electricity, if needed.

REMINDER: We are happy to take your space requests, but we do not guarantee location or space request will be granted.

LIMITED AVAILABILITY before you apply for the large space, please EMAIL LCBBCRAFTSHOW@OUTLOOK.COM asking if spaces are still available. These spaces sell out and are the only ones that will sell first come, first serve. Once you receive the confirmation that you have received a large space, you will need to submit application, pictures, and payment within 7 days otherwise we will give your space to the next vendor on the waitlist.

SPACE REQUESTS ARE NOT A GUARANTEE AND BEING A RETURN VENDOR IS NOT A GUARANTEE.

NOTE: All applications received by deadline will be considered. While preference can be given to returning vendors, the Committee's goal is to offer shoppers a balanced and interesting selection of diverse arts and crafts. I will try and honor all requests but please be understanding that I can not fit everyone into the concourse or cafeteria. There are only so many spaces that have a wall behind them (mostly in the hallways), a limited number of spaces that have electricity and only so many end spots.

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Applicant Information

PRINT Full
Name: _____ Phone# _____
First Last

Business
name: _____ Email _____

PLEASE PRINT AS CLEARLY AS POSSIBLE. COMMUNICATION IS PRIMARILY THROUGH EMAIL.

CRAFT INFORMATION

CRAFT: _____

Description: _____

We use this information to help with placement, please provide as much detail as possible.

BOOTH INFORMATION

SPACES ARE 10' X 6' SPACES ARE \$85.00 each.

ELECTRICITY: YES OR NO (PLEASE CIRCLE ONE) and ADD \$ 25.00

15' X 6' BOOTHS \$150.00 * LIMITED AVAILABILITY have you emailed and received confirmation?

LOCATION PREFERENCE - NO GUARANTEE

LOCATIONS AVAILABLE: PLEASE CIRCLE YOUR PREFERENCE

CAFETERIA CONOURSE A HALL B Hall C Hall D Hall GYM (upper) BEST AVAILABLE

HAVE YOU BEEN A VENDOR WITH LA CUEVA BOOSTER CLUB BEFORE? _____

SPACE REQUESTS ARE NOT A GUARANTEE AND BEING A RETURN VENDOR IS NOT A GUARANTEE.

Application, pictures, and payment need to be mailed; no emailed pictures are accepted.

TAMMY STRICKLAND
LCBB CRAFT SHOW COORDINATOR
1835 MORRIS ST NE
ALBUQUERQUE, NM 87112

- PLEASE SUBMIT PRINTED APPLICATION AND PRINTED PICTURES (AT LEAST 2) TO BE CONSIDERED.

We accept checks and money orders only. Please make them out to LCBB (please do not add my name).

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*NOTE: THE LA CUEVA BAND BOOSTER CLUB DOES NOT ACCEPT ELECTRONIC PAYMENTS AND WILL NOT REACH OUT TO YOU ON ANY social media PAGE TO BE A VENDOR OR ACCEPT PAYMENTS. WE DO NOT ACCEPT PAYPAL, VENMO OR ZELLE.

Completed application, pictures and payment MUST BE RECEIVED BY DEADLINE OF 10/11/2024 TO BE CONSIDERED.

PLEASE READ THE RULES AND SIGN AS ACKNOWLEDGEMENT.

Again - we do not accept electronic payments. We will not send you information via Facebook or Instagram, mailing your application, pictures, payment is the only way to be accepted into the show.

The schedule for this year's application process is:

- Application available on the website by 7/19/2024, we will not be emailing out the application as notification of availability. Application will be available on the webpage.
<http://www.bigbadbearband.com/craft-show.html>
- **Application/payment/pictures must be received by deadline, 10/11/24 Vendor payments will not be deposited until after acceptance email.**
- Notification of acceptance into the 2024 Holiday Craft Fair will be emailed to accepted vendors by 10/15/2024.
- Space assignments will be sent to all accepted vendors on or before 11/17/24.
- Craft Fair is December 7, 2024, from 8am to 4pm.

Who can participate: Artists, artisans, craftsmen, crafters. No distributors. Vendors that sell food items need prior approval from the committee and must check with the City of Albuquerque regarding a food permit. We will only allow a handful of food vendors, the band students will be hosting a bake sale and we do not want to be in direct competition for sales. The booster club is not responsible for obtaining permission on your behalf. NO EXCEPTIONS.

** Photos will be returned if a self-addressed stamped envelope is provided. If you are not selected for the show and you want your check back, please provide a self-addressed stamped envelope otherwise the check will be destroyed.

Silent Auction: All vendors must donate 1 item (minimum value \$15.00) representing what is being sold from your booth. If you do not wish to donate, please send a separate check for \$15.00. La Cueva student volunteers will collect items the morning of the show. **Please note these items will not be returned to you if not sold, this is a donation.**

Vendor set up is Saturday December 7, 2024, starting at 6:30 am. Please plan to be ready by 8:00 am, the Fire Marshalls office will inspect at 8:00 am. Sorry, there is no set up on Friday. At 8:00 am we will distribute empty spaces to those vendors waiting. **No refund for NO shows.** We will have student and parent volunteers available to help with loading/unloading. More info will be sent.

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Vendors will be responsible for Wi-Fi/Internet. The free Wi-Fi at APS is not great. The booster club has no capabilities to offer Wi-Fi and APS does not provide a password for our use, please plan accordingly. If your credit card machine needs electricity, please be sure to include the fee and request a space w/electricity.

** CANCELLATIONS (please read) **

- Cancellations received before October 11, 2024, the check will be destroyed or returned if SASE was included.
- Cancellations from 10/11/2024 (after acceptance) to 11/07/2024 will be eligible for a refund minus \$10 (service fee).
- Cancellations from 11/08/2024 to 12/05/2024 will be eligible for a refund minus \$25.
- Cancellations received on or after 12/06/2024 will be reviewed by committee and may not be eligible for a refund.
- No refund for No shows on 12/07/2024 – no exceptions

Vendors must comply with APS and City of Abq. safety codes at all times.

THERE IS NO SMOKING ON APS PROPERTY.

THERE IS NO ATM.

PLEASE DO NOT BRING YOUR PET TO THE SCHOOL, SERVICE ANIMALS ONLY, IF NEEDED.

Electricity rules: power strips into wall and then into items, please do not piggyback on to multiple power strips. Please make sure the cords are visible and NOT a tripping hazard. NO LIT CANDLES or OPEN FLAMES.

NO SPACE HEATERS OR FANS ALLOWED.

Disclaimer and Signature

I acknowledge that I have read and comprehend all the vendor information and rules and I agree to comply. I will not hold the LCHS Band Boosters and their representatives and/or APS liable for any claims that would or may be made regarding accidents, injury, loss of property, loss of income arising from my application to, acceptance to, rejection from, and/or participation in this craft show.

I understand that the LCHS Band Booster club reserves the right to reject any application for ANY or NO reason. We will not tolerate any rudeness towards the students or volunteers.

Signature: _____ Date: _____