

The Moraine Valley Community College Student Government

Fall Craft Show 9 a.m.-4 p.m.

Saturday, Nov. 7

Sunday, Nov. 8

9000 W College Pkwy., Palos Hills IL 60465, Building U, Student Union

Dear Crafters/Vendors,

One of the Student Government Association's main goals is to generate revenue for our scholarship fund. The Student Government Association takes pride in being able to help other students pursue their academic goals. To help our crafters / vendors, we are advertising through our Moraine Valley Community College Web site, local newspapers, village and city hall marquees, outdoor signs, 4x4 plywood signs, posters, fliers , and word of mouth!

Home show vendors are invited but will need to indicate that they are a vendor instead of a crafter on their application. This will help us to avoid any confusion. If you purchased your items you are a considered a vendor. A crafter is a person that hand makes everything they are selling.

This craft show is run by the Student Government Association of Moraine Valley Community College. We will do our very best to accommodate all request and needs. We expect all participants to be honest about their selling status. The fee for all crafters/vendors is **\$95 for two days, one day is \$50**. This includes one 6 foot standard size utility table. Any additional tables will cost \$20 each. ALL VENDORS/CRAFTERS must donate a minimum of a \$20 item for raffle. Items to be raffled off will be collected while crafter / vendors are checking in. **Please have your donated raffle item available upon checking in.** When the guests pay their entrance fee, they will receive a raffle ticket to be eligible for the prizes that are donated. Prizes will be raffled off every hour.

If you are a current student / staff / faculty please provide us with a copy of your identification to attach to your application. **There is a \$5 discount for current students / staff / faculty**

The Craft/Vendor Show will be held in our newly constructed Student Union building! The spacing is approximately 3 times the size of the space that was used before. Everyone will be together in one area! We will also have additional food items like hot dogs, nachos and pizza for sale. Our efforts are much greater and stronger. So save the date and join us on November 7th and 8th!

Thank you in advance and we look forward to working with you on a very successful show. If you have any additional questions please email: studentlife@morainevalley.edu or call 708-608-4167

Moraine Valley Community College Student Government Association

Craft Show Application

Name/Business Name _____

Address _____

City/State/Zip _____

Phone _____

Email _____

I am a: Crafter or Vendor (please circle one)

Type of Craft _____

Type of Vendor _____

Electricity Needed? Yes or No Electricity fee \$10 per space.

of tables _____ (one table included in booth fee) extra tables \$10

Are you a current Moraine Valley Community College Student / Staff / Faculty? Yes or No

If yes please provide name and status _____

Please initial after the following statement. I will not hold Moraine Valley Community College responsible for any loss, damage or theft _____(initials). Your confirmation will be sent via mail, email or phone. Please indicate how you would like your confirmation sent:

Email Phone Mail (circle one)

Setup time will began at 7:30 a.m. Vendors are expected to be at their tables by 8:45am. The Craft/Vendor Show will begin at 9 a.m. promptly! Crafters/Vendors will be accepted the day of the show! Limited spacing available on first-come, first-served basis! Cash and checks accepted. Receipts will be given for cash transactions.

Bring in or Mail completed applications with payment to:

Moraine Valley Community College, 9000 College Parkway, Palos Hills IL, 60465

Attn: Student Government, Meme Shublaq and Krista Meyers

Located in Building U, Student Union

Make all checks payable to Moraine Valley Community College.

Please note: Any returned checks will incur an additional fee of \$35.00

Additional needs or request:

Signature _____ Printed Name _____ Date _____

+++ ++++++ **FOR OFFICE USE ONLY** ++++++ +++

Date rec'd _____ Rec'd by _____ Check # _____ App# _____

Confirmation sent via: Phone _____ E-mail _____ Mail _____