

Indian River Middle School Spring Craft Show

2300 Old Greenbrier Road, Chesapeake, VA 23325

Saturday, April 29, 2017

9:00 a.m. – 4:00 p.m.

Cost \$45.00 per Space ~ Table Rental: \$5.00 per 6 foot table

1. This craft show is sponsored by Indian River Middle School and its AVID Program. Students will be here to **assist** with vendor set-up and take-down. Set-up times will be Friday evening from 6:00 to 8:00 p.m. and Saturday morning starting at 7:00 a.m. Take down will be at the conclusion of the show.
2. One continental breakfast ticket is included with each booth rental. Additional breakfast tickets can be purchased for an additional \$5.00.
3. Tables and spaces are provided on a first-come first-served basis. **Tables are very limited this year.**
4. The spaces will be **approximately** 10 by 14 feet, except on the main hallway where booths will be 8 by 14 feet. They will be marked prior to the show. Vendors must stay within their designated space. If you want customers to walk to side tables, the area to walk must be within your space.
5. You will receive your space assignment when you check-in.
6. **All vendors should stay set-up until 4:00 p.m. on Saturday.** Requests to leave early must be approved.
7. Registration begins February 17. The deadline for registration is **April 18, 2017.**
8. Make checks payable to **Indian River Middle School.**

Please send in your registration as early as possible as we anticipate selling out quickly. We believe our show will be quite popular again this year. Don't wait until the deadline to send in your registration as it may be too late. **No refunds will be given after April 1, 2017.** Should there be a cancellation of the event due to inclement weather or any unforeseen circumstances beyond our control, refunds will not be given. However, those registered for the show will be able to secure a spot on the rescheduled date without having to reregister

Please send in bottom portion with your payment.

Registration for the IRMS Spring Craft Show 2017

Name _____ E-mail Address _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Cell Number _____

Please check one of the table options: (TABLES MAY RUN OUT, SO REGISTER EARLY!)

One 6' table (\$5.00) _____ TWO 6' tables (\$10.00) _____ I will provide my own table(s) _____

Additional Breakfast ticket voucher (\$5.00 each) _____

Electricity needed? _____ Wall space needed? _____

If a consultant, which company are you representing _____

Type of craft (be specific) _____

Special Requests (please be specific) _____

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|------------------------|----------------|-------------|----------|
| Office Use Only | Date Received: | Total Paid: | Space #: |
|------------------------|----------------|-------------|----------|