

*We invite you to be a part of a great cause!*



3<sup>rd</sup> Annual Holiday Craft Fair Application  
**BENEFITING**



**Reserve your spot today!**

I hereby apply as a crafter for the 2019 Holiday Craft Fair benefitting The BackStoppers. The event will be Friday, November 15<sup>th</sup> from 3:00pm – 7:00pm. A \$10 registration fee is required that will go directly to The BackStoppers. A flat donation or a percentage of your proceeds will also go directly to The BackStoppers. All crafters must donate in order to participate. Applications are due to Michelle Archer, by October 30th with your \$10 registration fee payable to Woodard.

**Contact Information**

*Please fill out the form below:*

**Exhibitor's Name:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Type of Craft (be specific):** \_\_\_\_\_

**Business Facebook Page:** \_\_\_\_\_ (example: @Woodard247)

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Number of Spaces Requested:** \_\_\_\_\_ @ \$10 each

*Each space is approximately 8' x 8' and allocated on a first-come, first-served basis.*

### **Special Requests**

Please check where applicable:

6ft x 2ft Table (\$5)

Electricity (free)

Additional chairs (free)

Written Request: \_\_\_\_\_

### **Donation Information**

*Please select either a flat donation amount or a percentage of sales from the event you'd like to donate.*

Flat donation in the amount of \$50

Percentage donation of \_\_\_\_\_ %

*Minimum of 10% required*

Additional monetary donation in the amount of \$ \_\_\_\_\_

To apply, please submit the following to Michelle Archer at [marcher@woodard247.com](mailto:marcher@woodard247.com) or mail to 2647 Rock Hill Industrial Court, St. Louis MO 63144.

- Completed application form
- Check made payable to "Woodard Cleaning & Restoration"
- Photos (2-3) of your merchandise to assist with booth placement
- Business card, if applicable.

**General Information:**

- Rental Fee/Donation includes one 8' x 8' space and two chairs. Additional chairs available upon request.
- Electricity will be available if requested ahead of time
- Bring your own tables/display to set up your booth (tables can be provided for an additional \$5/table)
- Special requests on the application form will be filled if possible.
- No sales of firearms, weapons or animals are allowed.
- No open flames are allowed.
- No nails, screws or staples may be put in walls, floors, ceilings or tables.
- A flat fee or percentage of your proceeds is required and must be submitted to Woodard. Woodard will then provide The BackStoppers with one check of all collected funds.
- All proceeds Woodard collects will go directly to The BackStoppers.
- Woodard accepts no responsibility for lost or stolen items, accidents or damages.
- Woodard is a smoke-free campus. Smoking will not be permitted.
- Deadline for all applications is October 30, 2019. No refund will be provided.

**What do you get as a crafter participating in Woodard's Holiday Craft Fair?**

- Booth space in a beautifully crafted office with climate controlled conditions. The event will take place rain or shine!
- Expert marketing assistance from Woodard's marketing team including but not limited to: Facebook event page, promoted social media advertisement of the event, digital copy of event flyer, publicity on BackStoppers event page, and more!
- Targeted demographic will be the area surrounding Woodard's campus: Kirkwood, Clayton, Ladue, Frontenac, Webster Groves, etc.