

2023 Information
33rd Annual Bishop Dwenger
Christmas Craft Bazaar

Sponsored by

The Bishop Dwenger Performing Arts

Saturday, November 11, 2023

9:00 A.M. – 3:00 P.M.

1300 East Washington Center Road

Thank you for your interest in participating in the BDHS Christmas Craft Bazaar! Spaces are **\$55 each, 2 for \$100 or 3 for \$140**. The set up area is 10' Wide by 6' Deep and includes a table, if needed. Spaces are reserved on a first paid basis. ***Spaces with electricity are limited and are an additional \$5.*** Tables and displays must be covered and skirted.

Set up will begin on Friday evening from 6:00 P.M. – 8:00 P.M. in the gym. Set up will continue Saturday morning beginning at 7:00 A.M. You will be able to unload your items at the side doors of the gym. After unloading, we ask that you move your vehicle to **Northwood Middle School across the street**. You are required to stay until closing time at 3:00 P.M. **No exhibit is to be removed or packing to commence until after the closing of the show.**

All vendors will be asked to donate a craft item for a raffle, which will be held at the end of the day.

No smoking or candle burning is permitted in the school.

Coffee and donuts will be available in the morning and a variety of food items will be served throughout the day. Concession runners will be available for your convenience.

We are again offering an **EARLY BIRD DISCOUNT** of \$5 per space rental if your registration and payment **are received by December 31, 2022.**

Table assignments will be emailed as they are received.

If you have questions, or for more information, please call or email:

Christy Etter Phone: 260-715-8812 Email: CraftFairAtBD@gmail.com

We thank you again for your interest and hope to see you in November!

CONTRACT BISHOP DWENGER BOOSTERS CRAFT BAZAAR

I/We hereby agree to abide by the following conditions:

1. Bishop Dwenger Music Boosters and/or BISHOP DWENGER HIGH SCHOOL shall not be responsible for any injury or loss that may arise or come to the lessee for his/her employees or his/her goods.
2. Refund is only at the discretion of the Craft Fair Coordinators – if cancellation, consider your fee paid as a donation to the Performing Arts Program Club.
3. Any object that will scratch, mark, or deface the premises may not be used. No nails, screws, or other devices may be driven into the floors, ceilings, tables or stalls at any place in the building.
4. Crafters must provide a table covering to reach the floor for their table or display.
5. There will be **NO** smoking or candle burning anywhere in the building.
6. Crafters must donate a craft item for the raffle.
7. Checks preferred. Checks should be made to Bishop Dwenger Performing Arts Club.
8. Booth space will be reserved by receiving both the contract and fee.
9. Please write Craft Fair in the memo on the check.
10. Once your contract & fee is received, a Performing Arts Parent Volunteer will contact you.

COMPLETE AND RETURN THIS PORTION OF THE CONTRACT - please print clearly*

Name _____ PHONE* _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EMAIL* _____

Organization or National Brand (if Applicable) _____

SPACE RENTAL - \$55 EACH, 2-\$100, 3-\$140
(MAXIMUM OF THREE SPACES PER PERSON) \$ _____

EARLY BIRD DISCOUNT - \$5 PER SPACE \$ _____ **EXPIRES 12/31/22**

DO YOU NEED A TABLE AT YOUR SPACE? YES NO

ELECTRICITY IS ADDITIONAL \$5 \$ _____

TOTAL COST \$ _____

TYPE OF CRAFT ITEMS YOU WILL BE DISPLAYING, THIS MUST BE FILLED OUT

SIGNATURE _____ DATE _____

**Send check, completed and signed contract to:
Bishop Dwenger High School
1300 E Washington Ctr. Rd.
Ft. Wayne, IN 46825
Attn: Craft Fair**

**Please make checks payable to:
Bishop Dwenger Performing Arts Club**

