

ALL SAINTS' CHURCH

HOLIDAY CRAFT FAIR

Saturday, December 5, 2015

9:00 a.m. - 2:00 p.m., All Saints' Church, Kapa'a

Thank you for your interest in participating in the All Saints' Craft Fair. Space is on a first come, first serve basis with the following exception: Products should be hand-crafted, created, or assembled in Hawaii; there are only a few spaces set aside for vendors with wholly manufactured and imported items.

EARLY BIRD SPECIAL: Sign-up before October 15, and save 15%

GENERAL INFORMATION & GUIDELINES

- * Cost for a booth space is as follows:
 - Indoor Gym Space - \$50.00 (Booth space is approximately 8' x 8'.)
 - Indoor Gym Space CORNER - \$60
 - Outdoor Covered Tent Space - \$50.00 (Booth space is approximately 10'x10'.)
 - Outdoor Covered Tent Space CORNER - \$60
 - Outdoor Covered Lanai Space - \$45.00 (Space varies)
 - Outdoor Lawn Space - \$40 (MAX 10'x10', bring your own tent, table & chair)
 - Outdoor Lawn Space - \$45 (MAX 15'X15', bring your own tent, table & chair)

***** TAKE ADVANTAGE OF EARLY BIRD SAVINGS OF 15%! Register & pay by October 15, 2015.**
- * Tables and up to 2 chairs per space are provided except for Outdoor Lawn Spaces. Due to supply limitations, late registrants may have to bring their own tables, and will be credited accordingly.

***** BRING YOUR OWN TABLE AND SAVE 10%! (Excludes Outdoor Lawn Spaces)**
- * There are very few electrical outlets available. We will try our best to accommodate requests, but cannot guarantee this. Please bring your own extension cord.
- * Set-up:
 - Limited early set-up (own tables, chairs, tents) may be available Friday evening, however, this is at vendor's own risk. Set-up time will be announced later. We do not recommend leaving tables and chairs in the outdoor sites overnight.
 - On the day of the craft fair, set-up for all outdoor lawn spaces and those bringing their own tables will begin at 7:15 a.m. There will be a designated vendor drop-off area.
 - Set-up for all other vendors will begin at 7:45 a.m.

*****Please adhere to the set-up times to avoid traffic congestion and crowding.**
- * The fair starts at 9:00 a.m. – NO SALES ALLOWED PRIOR TO THIS TIME.

- * Breakdown is at 2:00 p.m. – NO EARLY BREAKDOWNS ALLOWED unless all your products are sold.
- * There will be a concession booth. Please consider supporting our youth group who will use the funds raised for outreach & mission work. Youth members will be coming by to serve you throughout the day so that you do not have to leave your area.
- * Please consider donating an item to the Silent Auction run by the Ke Akua Youth Group. All proceeds from the Silent Auction will be going to the following charities: The American Cancer Society (Relay for Life 2016) and Laundry Love Kauai.
- * Full refunds are available up to 14 days prior to the event date. A 50% refund is available 7 – 13 days prior to the event date. **Payments become non-refundable 6 days prior to the event date.**

REGISTER EARLY!!!

Remember that your registration is not fully confirmed until we receive payment and space has been confirmed. Cash and checks are accepted, however personal checks will not be accepted if paying after November 23, 2015, and payment must be made by cash or cashier's check only.

Please make checks payable to: **All Saints' Church** with a notation: "**Holiday Craft Fair**" in the memo portion, and mail it to: All Saints Church, P.O. Box 248, Kapa'a, HI 96746.

If you would like to reserve space, please complete and return the attached registration form along with your payment, OR REGISTER ONLINE. Go to www.allsaintskauai.org, and click on the Holiday Craft Fair link. Registration is not confirmed until payment is received. Our Holiday Craft Fair books up early! Wait listing for different areas is available. Space does open up as vendors switch around.

Use the following promo codes when registering online:

- EARLYBIRD – Save 15% if registering and paying before October 15
- EARLYTABLE – Save a total of 25% if you are bringing your own table and paying before October 15. (Excludes Open Lawn Spaces)
- OWNTABLE – If registering after October 15 and you are bringing your own table. (Excludes Open Lawn Spaces)
- All Saints' Church members should contact Sybil to get your special discount code.

Registration is not confirmed until payment is received. Our Holiday Craft Fair books up early! Wait listing for different areas is available. **Space does open** up as vendors switch around.

For more information or if you have any questions, email: halelani@hawaiiantel.net, or call Sybil Nishioka at 808-651-7773.

ALL SAINTS' HOLIDAY CRAFT FAIR

Registration Form

Name: _____

Address: _____

Best Phone: _____ Email: _____

Communication is usually done by email. Please adjust your email settings to accept mail from halelani@hawaiiantel.net.

If you do not have email or prefer telephone contact, please check here:

Check all that apply:

- I am a returning vendor and request the same spot as last year.
- I would like to request access to an electrical outlet.
- I would like to have a back wall (in gym only).
- Please supply chairs - circle number per space: 1 or 2 (Excludes Open Lawn Space)
- I would like to request a space near another vendor. Name: _____
(Please note that we will ask approval from this person first.)
- Final product is wholly manufactured or imported. (NOT hand-crafted or assembled in Hawaii)

Description of product(s) being sold: _____

DONATION: Would you like to donate an item for auction to help our youth group raise funds for their mission and outreach efforts? (Someone will collect this on the day of the fair.) Yes Not this year

BOOTH RATES: Select your location choice:

- Indoor Gym - \$50.00 (*Early Bird \$42.50*)
- Indoor Gym Corner - \$60.00 (*Early Bird \$51.00*)
- Outdoor Tent - \$50.00 (*Early Bird \$42.50*)
- Outdoor Tent Corner - \$60.00 (*Early Bird \$51.00*)
- Outdoor Covered Lanai - \$45.00 (*Early Bird \$38.25*)
- Open Lawn Space - \$40.00 (*Early Bird \$34.00*)
(10' x 10', bring your own tent, table, chairs)
- Open Lawn Space Large - \$45.00 (*Early Bird \$38.25*)
(15'x15', bring your own tent, table, chairs)

Check here if you are bringing your own tables

Table Discount Rates:	
10% of \$40 = \$4.00	10% of \$50 = \$5.00
10% of \$45 = \$4.50	10% of \$60 = \$6.00

Calculate your booth cost:		
#of Spaces	Price	Total
	Own Table Deduct 10% (Excludes Open Lawn)	-
	TOTAL DUE	

Please make checks payable to:

All Saints' Church (Note in the memo section: Holiday Craft Fair) and mail form and payment to: All Saints' Church, Holiday Craft Fair, P. O. Box 248, Kapa'a, HI 96746. Payments made after November 23, must be made by cash or cashier's check only.

Office Use Only			
Date Received		Date Confirmed	
Amount Received		Amount Refunded	