



2014 Craft Show

Show Date:

Saturday, November 15, 2014
Family Life, Bath, NY
10:00am – 5:00pm

Check list:

- ☐ Complete application form
- ☐ Take 9 pictures: 5 showing crafts;
2 showing display; 2 showing tent with display
- ☐ Write checks (2 separate) for application and
event/booth fees
- ☐ Obtain copy of Liability of Insurance form from
insurance company with minimum of \$1million
coverage, naming Family Life as an additional
insured
- ☐ Mail all of the above to:
Family Life
Attn: Kim Kobza
PO Box 506
Bath, NY 14810



familylife

PHYSICAL ADDRESS: 7634 Campbell Creek Rd (CR 14), Bath, NY 14810
800-927-9083 / 607-776-4151 / fln.org



Show Guidelines

Objective

To present a craft festival to the public that represents excellence in a Christian environment. Work that is chosen for our show must represent quality craftsmanship in craft and fine arts.

Entries

Craftsmen must submit five (5) color photos of your crafts, as well as a photo of the display and tent. Photos and all documentation must be sent with the completed application.

Entries are for craft items only. Work should be made by hand or with use of appropriate tools. We encourage craftsmen to exhibit one-of-a-kind and limited edition work, as well as high-quality production work. No food items are to be sold at any booth.

Family Life reserves the right to accept or reject any application at its discretion, for any reason. Booth fees will be returned to any rejected applicants.

All applicants will receive an email of acceptance or rejection within two-weeks of application being received. Approved applicants will also receive additional show information and instructions.

Fees

Make out two checks or money orders payable to Family Life, with the application fee being separate. All fees must be sent in with the application in order to be processed. There will be a \$20 charge for any checks returned for non-payment.

Fee payment provides one 10x10 booth area, two free lunches, all day coffee and water. The snack-shop will be open for purchases.

There is no refund if a cancellation is received by us after June 6, 2014.

Application Instructions

1. Fill out application entirely.
2. Enclose photos of work, display and tent.
3. Enclose liability insurance form.
4. Enclose separate checks for booth fees and the non-refundable application fee.
5. Mail items 1-4 by April 11, 2014 to:
Family Life
Attn: Kim Kobza
PO Box 506
Bath, NY 14810

Day of event instructions

1. Craftsmen are to bring their own tent or display units. If electrical outlets are needed, craftsmen must bring power cord or strip to hook into it.
2. Booth set-up is between 7:30-9:30am. Parking will be assigned upon arrival. Set-up and vehicle parked in designated spot must be done prior to 9:30am.
3. Sales tax collection and payment to NYS are the responsibility of each craftsman. A certificate to collect sales tax must be visible within the booth.
4. Set-up and break-down of booth area is the craftsman's responsibility. Times will be included in the acceptance letter.
5. All items must be kept within the 10x10 area of your booth. Aisles must remain clear and free of items.
6. Booths are to be manned at all times.
7. Booths are to be operational for entire time of the show, with teardown not beginning until show has ended.
8. Space is limited. Only those necessary to help run the booth should come with you.
9. Children must be supervised at all times.
10. Approved Applicants will receive a confirmation letter with additional show-day information and instructions.
11. Have a wonderful time! Family Life events are fun events! Help us insure that all of our guest are having fun too!



2014 Craft Show Application

Please complete all fields and be sure to sign the compliance at the bottom of the page.

Name: _____ Phone: _____

Business Name: _____ Phone: _____

Street: _____ City: _____ State: _____ Zip Code: _____

Email Address: _____ Website: _____

(Please check only one box that best describes the work you will be displaying. Only one type of item permitted for display.)*

- | | | | | | |
|---------------------------------------|---------------------------------------|--------------------------------|----------------------------------|------------------------------------|---|
| <input type="checkbox"/> Ceramics | <input type="checkbox"/> Fabric/Fiber | <input type="checkbox"/> Wood | <input type="checkbox"/> Jewelry | <input type="checkbox"/> Sculpture | <input type="checkbox"/> Painting |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Metal | <input type="checkbox"/> Glass | <input type="checkbox"/> Drawing | <input type="checkbox"/> Leather | <input type="checkbox"/> Graphics/Printmaking |
| <input type="checkbox"/> Other: _____ | | | | | |

* Family Life reserves the right to request the removal of work that differs from the images submitted, as well as any inappropriate work or display contrary to Family Life Ministry's policy.

Craft Show Fees:

- | | |
|---|-----------|
| <input type="checkbox"/> APPLICATION FEE: | \$ 15 *** |
| <input type="checkbox"/> 10 x 10 BOOTH | \$100 |
| <input type="checkbox"/> CORNER BOOTH | \$125 |
| <input type="checkbox"/> ADDITIONAL BOOTH | \$ 70 |
| <input type="checkbox"/> TABLE | \$ 10 |
| <input type="checkbox"/> ELECTRICITY FEE | \$ 20 |

Required Documents:

- | |
|---|
| <input type="checkbox"/> TWO CHECKS |
| <input type="checkbox"/> PICTURES |
| <input type="checkbox"/> INSURANCE LIABILITY FORM |
| <input type="checkbox"/> COMPLETED APPLICATION |

Mail all to: Family Life
Attn: Kim Kobza
P.O. Box 506
Bath, NY 14810

*** (Please write separate check for application fee)

Total Due: \$ _____

By my signature below, I hereby agree to comply with all of the regulations for this show as set forth in this application and Show Guidelines sheet. Violation of the Show Guidelines is a basis for show expulsion and forfeiture of all fees. I understand that the application fee is non-refundable.

Signed: _____ Date: _____

