



# BLACK DIAMOND ELEMENTARY PTO HOLIDAY CRAFT BAZAAR

December 11<sup>th</sup>, 2021  
9:00am - 3:00pm



We hope you choose to participate in our 13<sup>th</sup> Annual Holiday Craft Bazaar, sponsored by the Black Diamond Elementary PTO. Proceeds benefit the Black Diamond Elementary PTO, which supports the kids, teachers, schools and communities of Black Diamond and Enumclaw.

**The event will be held at the Black Diamond Eagles, 32618 Railroad Ave in Black Diamond, WA.**

## **GUIDELINES:**

- \* Exhibitors must be 18 years of age or older to participate, unless accompanied by an adult.
- \* All items must be made by exhibitor or be a home based business.
- \* All items need to be approved by event chair in advance.
- \* We strive to provide a balance and variety of crafts/artwork for the show. Some crafts may be limited. Only one vendor from each direct sales company will be allowed.
- \* No electricity or WiFi is available this year. Plan accordingly.
- \* The entry fee of \$30 is payable at the time the application is sent and must be accompanied by the application form. Application deadline is December 1<sup>st</sup>, 2021, or until all spaces are filled.
- \* Entry fees will be returned if all the spaces are filled. A confirmation email will be sent with directions and information after November 15<sup>th</sup>, 2021. Cashed checks are to be considered a definite confirmation.
- \* Set-up time will ONLY be on Saturday, December 11<sup>th</sup> from 7:00 am- 9:00am. All booths must be completely set up by 9:00am on December 11<sup>th</sup>.
- \*\* **We have some tables and chairs available.** Booths along the wall will be right up against the wall with seating space on the side. Center booths need to be contained to a 6 foot table or space.
- \* All displays should be contained within the assigned space/table. No display should obstruct the view of other exhibitors; if you have tall displays please request a wall space. No nails may be used on the walls.
- \* Vendors are expected to stay with your table intact until 3:00pm.

**CANCELLATION POLICY:** If you cancel more than 14 days prior to the event, we will refund your money. If you cancel within 14 days of the event, we will refund your money if we can fill your space. If you cancel within 7 days of the event, you will not receive a refund. Please remember that this is a fundraiser for our Elementary School PTA. These funds mean a lot to our kids!

*Mail application and payment to:*

*Black Diamond Elementary PTO  
Attn: Craft Bazaar  
PO Box 541  
Black Diamond, WA 98010*

**Email:** [bdeptocraftbazaar@gmail.com](mailto:bdeptocraftbazaar@gmail.com)



# BLACK DIAMOND ELEMENTARY PTO 2021 HOLIDAY CRAFT BAZAAR APPLICATION



SATURDAY DECEMBER 11, 2021 ~ 9 A.M – 3 P.M.

**VENDOR INFO:** NAME: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

Are you a BDE PTO MEMBER? \_\_\_\_\_

Are you a PAST VENDOR? \_\_\_\_\_ If yes, what year(s)? \_\_\_\_\_

## **REGISTRATION DETAILS/FEES:**

(Note: You may only have 1 (one) 6 foot table per space. Tables along the wall will need to be up against the wall with seating on the side. Center booths need to be contained to a 6 foot table or space.

**\*\* We have tables and chairs available\*\***

**Make checks payable to: BDE PTO**

**Do you need a table?** \_\_\_\_\_

**How many chairs?** \_\_\_\_\_

**# of BOOTH SPACES (\$30):** \_\_\_\_\_

DESCRIPTION OF CRAFT(S):

---

---

---

SPECIAL REQUESTS (Only a few electrical spaces available along the wall- Tables will be up against the wall with seating on the sides):

---

I, the undersigned, have read, understood and agree to the conditions of the bazaar and its sponsor, the Black Diamond Elementary PTO. I understand that neither the School District, nor PTO, nor Committee Members are responsible for any theft, damage to goods or my personal property, before, during or after the bazaar. I also agree to pay the School District for any repairs for damage to school property that is caused by me within my assigned space.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### ***For office use only***

*Date received:* \_\_\_\_\_ *Check #* \_\_\_\_\_ *Amount \$* \_\_\_\_\_

*Approved* \_\_\_\_\_ *Not Approved* \_\_\_\_\_ *Confirmation letter sent* \_\_\_\_\_

*Notes:*