

2018 RVCC Spring Craft Show

The **RVCC CRAFT SHOW** will be held on **Saturday, April 28, 2018** from **9:00 AM to 3:00 PM**. We have been working very hard to ensure that the Craft Show will be a huge success!

- We anticipate having 50 quality crafters and vendors
- Our student and adult volunteers will provide assistance unloading your craft items from your vehicle and will carry these items to your booth for you. We are not responsible for any damages that may occur
- After the show, our volunteers will help you carry any items you have left back to your vehicle for you.
- Free admission for customers
- Concessions available
- Wi-Fi available

Booth Sizes

After we receive your registration form, we will assign your booth spaces. It is your responsibility to make sure your items will fit in your space. Here are the approximate booth sizes:

- Main Area: 10' x 6', 6' x 10', 6' x 5' (1/2 space), 12' x 5'
- Youth Area: 6' x 10'
- Elementary Area: 6' x 10'
- Entrance & Hall Area are **Premium Spaces**: 8' x 8' (5), 12' x 5' (2), 10' x 5' (2)

RVCC Craft Show Fees

- All Booth spaces are **\$30 each**. We have several ½ spaces that are **\$20 each**
- **Premium Booth Spaces** are near the entrance and concessions. They are smaller and irregular in sizes and are **\$30 each** as well.
- A donation item for the raffle is requested from each crafter/vendor
- **6' and 8' tables** will be available to rent for **\$10.00 each**. Only one table per space.
- Chairs will be provided.
- Electricity is available in most booths for **\$5**. The power source is provided UP TO your booth.

How To Register

Print the Registration Form, complete it, and mail back with your payment to:

RVCC Spring Craft Show
5900 Lake Elmo Avenue North
Lake Elmo, MN 55042

We accept personal checks. **No money orders** will be accepted. You may pay via the website using Paypal, Credit or Debit cards @ rvcc.info (click on CRAFT SHOW then payment link and in comments provide your name, company name & "for RVCC 2018 Spring Craft Show") It will say "donation".

Even if you are a returning vendor, **we cannot guarantee your same space** as the year before. Nor can we guarantee a specific space. However, we will do our best to place you in your preferred area.

All registration is based upon a **first come, first served basis**. It is important to **return your registration form and payment immediately**. Your space is reserved once Payment **AND** Registration Form are received.

Registration form and payment must be received **NO LATER** than **April 1, 2018**.

We will accept only one of each direct selling business vendor such as Tastefully Simple, Pampered Chef, MaryKay, Scentsy, Young Living, etc. If we receive more than one application from a direct selling vendor, we will mail back the check or refund payment.

A **confirmation email** will be sent to you by **April 8th** confirming that a space is reserved for you. This email will tell you where your space is. No refunds will be issued if you do not like your assigned spot.

Set Up and Event Details

- Set-up Time Saturday 6:30-8:45 am helpers provided
- Friday night set up with no helpers from 6-8 pm
- Doors open to public at 9:00 am
- The sale ends at 3:00 pm - please do not begin tear down before then

No-Shows

Spaces will be held until 8:45 am. Please notify us if you will be setting up late. You will not receive a refund if you do not show up at the craft show.

Questions

To contact the RVCC Craft Show director email (preferred) craftshow@rvcc.info or call/text Bree at 651-263-7213 leave a message if necessary. Be sure to speak slowly and spell critical information. Due to work schedule, it may take a few days to return your call. During set up Friday evening and Saturday morning, messages will be returned promptly.