

Lakota East

Holiday

Arts & Crafts Show

Presented by the PTSO

2021 Applicant Information

1. Show logistics

- Saturday, November 13, 2021, 9 am – 4 pm
- Sunday, November 14, 2021, 11 am – 4 pm
- \$5 Early Bird admission Saturday, 9 – 10 am
- \$2 General admission for remaining show hours
- More than 220 booths
- Average attendance is 7,000 – 8,000 patrons
- Concessions are available for sale for the duration of the show

2. Move in/Move out information

- Crafters are responsible for bringing all booth set up items including chairs and tables. Tables must have skirting that touches the floor on all exposed sides.
- Move in is 5:30-8 pm on the Friday before the show and 7-8 am, Saturday.
- Volunteer staff must prepare booth spaces after students are dismissed from school. This task is not complete until 5:30 pm on Friday. Early arrival is not permitted.
- Move out is at the close of the show on Sunday.
- Any artist/crafter that closes down early will automatically be disqualified for the following year's show.
- A limited number of student volunteers may be available for move-in and move-out.
- For liability purposes, no physical modifications may be made to the building before, during or after the show, including doors. Door partitions may not be removed.

3. Booth details

- Single Booth - 8' X 10' - \$90
- Double Booth - 8' X 20' - \$180
- Bay Space – larger space on Main Street - \$190
- Corner Booths may be available by request for an additional fee of \$10, to be allocated based on booth location and availability.
- Artisans may request Single or Double Booths; space will be assigned pending availability.
- Bay Spaces are available in very limited numbers.
- Booths are expected to be laid out to allow easy shopper flow.
- Artisans must have sufficient product quantities on display and be well-stocked for crowds.
- No wholesale or direct sale items of any kind are permitted to be sold at this show.

4. Electricity
 - Electricity may be available by request for an additional fee of \$10, to be allocated by the committee based on booth location and availability.
 - There is limited access to electricity due to building layout.
 - Individual power sources may be permitted but requires committee approval prior to show.

5. Jury information
 - Show is juried by a volunteer committee not affiliated with the show.
 - Criteria for jurying can be provided upon formal request at LakotaEastCraftShow@gmail.com.
 - All artisans who pass the jury process will receive automatic invitations into the following year's show.
 - The committee considers the number of booths representing various mediums and may limit arts/crafts of specific styles.

6. Advertising
 - The show is advertised via electronic media, social media, school district communications, community flyers and crafter advertisements.
 - Please like and share our website and Facebook pages:
[Lakota East Arts and Craft Show Facebook](#)
LakotaEastCraftShow.com

7. Refunds
 - The show committee must be notified on or before August 15 if an artisan requires a refund.
 - Refunds are considered individually and only issued for emergency situations and unforeseen circumstances on the part of the artisan.
 - No show refunds will be issued after August 15.
 - Any artisan who withdraws from the show after August 15 forfeits their selection and must apply as a new artisan for subsequent years.

8. COVID-19 Circumstances
 - The show committee is currently planning for an in-person show in November. If school district, county or state restrictions are in place that prohibit an in-person show due to COVID-19, all participants will be notified with details and changes within 30 days of the show date.

**Thank you for your interest in the
Lakota East PTSO Holiday Arts & Craft Show!**

Lakota East PTSO Arts and Craft Show Committee

LakotaEastCraftShow.com

LakotaEastCraftShow@gmail.com (preferred method of contact)

513.759.8615, ext. 15319 (only checked on a monthly basis)

PO Box 1322, West Chester, OH 45071-1322