



BLACK DIAMOND ELEMENTARY PTO HOLIDAY CRAFT BAZAAR

December 10th, 2022
9:00am - 4:00pm



We hope you choose to participate in our 14th Annual Holiday Craft Bazaar, sponsored by the Black Diamond Elementary PTA. 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 in the Black Diamond Elementary School.

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. New vendors will need to include photos of items with application.
- * 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 WiFi is available this year. Plan accordingly.
- * The entry fee of \$50 is payable at the time the application is sent and must be accompanied by the application form. Application deadline is December 1st, 2022, 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 December 1st, 2022. Cashed checks are to be considered a definite confirmation.
- * Set-up time will be Friday, December 9th from 5:00 pm - 7:00pm or Saturday, December 10th at 7:00 am. All booths must be completely set up by 9:00 am on December 10th.
- ** All exhibitors will need to provide their own table and chairs.** Booths are approximately 8' wide x 7' deep'. Please make sure tables are no longer than 6'. **If sitting behind your table please make sure to allow room on the side of your table to get back behind your table.**
- * All displays should be contained within the assigned space, approximately 8' x 7'. 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 4:00pm.
- * All Vendors are asked to donate an item from their table for a raffle at the end of the day. We would appreciate an actual item donated (not a discount certificate).

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



BLACK DIAMOND ELEMENTARY PTO
2022 HOLIDAY CRAFT BAZAAR
APPLICATION



SATURDAY DECEMBER 10, 2022 ~ 9 A.M – 4 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:

**** All exhibitors will need to provide their own table and chairs**** Make checks payable to: BDE PTO

**** New vendors need to include photos of items being sold****

BOOTH SPACES (\$50 each): _____

DESCRIPTION OF CRAFT(S):

SPECIAL REQUESTS:

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 sent _____

Notes:
