



Country Club Arts and Crafts Fair
Sponsored by The Missions Ministry Team
St. Luke Simpson United Methodist Church
1500 Country Club Rd.
Lake Charles, La. 70605
Phone: (337) 474-1500
Fax: (337) 477-3257

Dear Crafter,

We wish to invite you to be a part of our Annual Craft Fair. It will be held on October 8-9, 2021.

The quality of crafts at our craft fair is what makes us unique. We only allow handmade items. Handmade items are defined as items with (1) at least one component handmade from raw materials that (2) have been creatively and skillfully manipulated to form the final product.

We reserve the right to approve or disapprove items as appropriate for our fair. Maintaining a fair with quality handmade items makes our craft fair special and fun for the shoppers, as well as the crafters.

Returning Vendors (who rolled over their 2020 registration fee) will be guaranteed their same booth next year. They must fill out and sign the 2021 registration form and send it back by Feb. 29, 2021.

Returning Vendors who register and pay by February 29, 2021 will be guaranteed their same booth next year. Booths are assigned by First-Pay-First-Serve basis after that.

We hope you will decide to join us. If you have questions, please contact us 9337-802-4258!

Sincerely,

Beth Bowers
The Mission Ministry Team
Of St. Luke-Simpson United Methodist Church



**THIRTIETH ANNUAL
COUNTRY CLUB ARTS AND CRAFTS FAIR**
SPONSORED BY THE MISSIONS MINISTRY TEAM
ST. LUKE-SIMPSON UNITED METHODIST CHURCH
1500 COUNTRY CLUB ROAD
LAKE CHARLES, LA. 70605
PHONE: 337-474-1500; FAX: 337-477-3257

October 8-9, 2021. Show Hours: Friday, 9am-5pm & Saturday, 9am-3pm

GUIDELINES FOR PARTICIPATION.....*PLEASE KEEP THIS FOR YOUR RECORDS*

1. ALL WORK MUST BE ORIGINAL ARTS AND CRAFTS. THEY MUST BE HANDMADE BY THE VENDOR(S). We only allow handmade items. Handmade items are defined as items with (1) at least one component handmade from raw materials that (2) have been creatively and skillfully manipulated to form the final product. We reserve the right to approve or disapprove items as appropriate for our fair. NO IMPORT, FLEA MARKET, COMMERCIAL OR RESALE ITEMS. For example: Pandora-type jewelry or retail pendants on chain are not allowed. Only the Sponsor can have bake sale items and serve food. THIS WILL BE STRICTLY ENFORCED THROUGHOUT THE WEEKEND.

2. Inside Booth ----\$75.00 After September 1----\$85.00
Outside Booth---\$50.00 After September 1----\$60.00

3. Booths will be assigned on a **First Pay Basis** and at the discretion of the sponsor. Special requests will be honored when possible. Locations of booths and numbers may change. **No refunds after Sept. 1st. Rain or Shine.**

4. Booth size varies depending on location. **You must stay within your booth space!** Tables may be rented for \$10.00 and a fee of \$10.00 will be charged for extra electricity use. Nothing is to be attached to the walls or windows.

5. Confirmation Letters will be sent out a few weeks prior to the Craft Fair with booth # and size, registration locations, unloading procedures, etc.

6. **ALL VENDORS MUST CHECK-IN ON ARRIVAL. Set-up Times: Thursday, 5:30-8 P.M. and Friday, 7-9 A.M.** **No booths will be held after this time.** Quickly unload your vehicle and then move it to the parking area to allow another crafter to unload. **Please park** in the rear of the building OR on the grass on the eastside to allow the shoppers to use the good parking spaces on the front and west sides. PLEASE DO NOT BLOCK DRIVEWAYS. Crafters may arrive on Saturday as early as 8:00 a.m. Doors for Shoppers will open at 9:00 a.m.

7. **OUTSIDE** booths must break down Friday evening and set-up again Saturday. THERE IS NO OUTSIDE SECURITY. You may bring your merchandise inside the church Friday night. All crafters must stay both days.

8. NO BOOTH MAY BEGIN TO BREAK DOWN BEFORE 3pm SATURDAY. **Vendors who close up early will not be allowed back next year.** Merchandise may not be put on "SALE" at all.

9. **TAXES:** Crafters are responsible for paying taxes. Tax information will be handed out at check-in. THE PARISH (LOCAL) AND STATE TAXES need to be collected, recorded and placed in the envelope provided. Tax officials may come to your booth on Saturday afternoon to collect your local taxes. If not, you need to mail in your own taxes. Tax information will be given when you arrive.

10. Be aware of company and sport Names and Logos that have patents and use them responsibly. Go to www.clc.com for Collegiate Licensing.

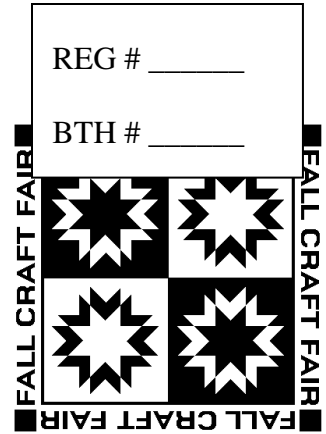
11. Games of chance (i.e. raffles, etc.) are not allowed on our premises.

DIRECTIONS TO CHURCH: From Interstate 10 take the 210 Loop to the Nelson Street exit, go south. Turn east or left on Country Club Road. The church is the third establishment on the left.

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OCTOBER 8-9, 2021 REGISTRATION FORM



Name: _____

Address: _____ **Phone:** _____

City: _____ **State:** _____ **Zip:** _____

Email: _____

BOOTHS ARE ASSIGNED ON FIRST PAY BASIS

Inside Booth Space: Before Sept. 1- \$75; After Sept. 1- \$85 **Number of booths needed:** _____

Outside Booth Space: Before Sept. 1- \$50; After Sept. 1- \$60 **Number of booths needed:** _____

NO REFUNDS AFTER SEPTEMBER 1st FOR ANY REASON, INCLUDING RAIN!

USING ELECTRICITY? (FEE \$10.00): YES NO (You supply necessary equipment)

TABLES? (FEE \$10.00): YES NO (Supplies limited)

PLEASE SPECIFY TABLE SIZE AND # (6' OR 8') _____

DESCRIPTION OF CRAFT (for program and placements of booths) _____

SPECIAL REQUESTS/COMMENTS: _____

I agree with the Guidelines for Participation of the Country Club Arts and Crafts Fair. I understand that the conduct of the sale in my/our assigned area, as well as the security of those possessions brought to my/our assigned sale space, is entirely my/our responsibility. I/we understand that the role of the church is one of providing selling space. I/we will not hold the church responsible for loss or damage to my/our property.

Signature of Booth Representative: _____ Date: _____

Return form with payment to: Country Club Arts and Crafts Fair
1500 Country Club Road
Lake Charles, La. 70605

Make Checks Payable to: *St. Luke-Simpson UMC*, **Memo on bottom of check:** *Craft Fair*

*****SPONSOR'S USE ONLY*****SPONSOR'S USE ONLY*****SPONSOR'S USE ONLY*****

Date paid: _____ Cash OR Check #: _____ Amount Paid \$ _____

Owes \$ _____

Booths: \$ _____ + Tables: \$ _____ + Electricity: \$ _____ = Total \$ _____

Receipt: _____ Computer Entry: _____ Booth Assigned: _____ X _____
New or Returning Size