



Parkway West Marching Band
Parkway West High School – Ballwin, MO

Parkway West Band Booster Arts & Crafts Fair - Booth Information 2023

The Parkway West Band Boosters invites you to participate in our 38th Arts & Crafts Fair. The Arts & Crafts Fair is open to individuals, non-profit organizations, and general vendors, 18 years of age and older. (No one under the age of 18 can operate a booth without an adult present.)

LOCATION:

PARKWAY WEST HIGH SCHOOL
14653 CLAYTON ROAD
BALLWIN, MO. 63011
www.parkwaywestband.com

DATE and TIME:

SAT. OCTOBER 28th 9am to 4pm
SUN. OCTOBER 29th 10am to 3pm

To participate, send us your completed application, vendor agreement signed, product photos, booth preference and your booth payment (cash, check or money order), made payable to Parkway West Band Boosters, no later than Saturday, October 21, 2023. (Please be advised that payments may not be cashed for up to 3 months.)

Each applicant must **submit at least 2 clear, detailed photos** representative of **all** items to be sold at your booth. Photos will be kept on file and **not returned**. Quality photo copies or jpg files of your craft and or booth will be accepted. If you are a returning vendor, please submit updated photos for our files. These detailed photos are used to jury your products, so please make them clear and close up. Applications received without photos will be rejected.

Parkway West Band Boosters will pay \$25 to any vendor who brings a **new, never had a booth before** exhibitor to the fair. The new exhibitor must name you as the referring vendor. You and each vendor you refer must participate in the fair at the same time as exhibitors each with separate booths.

The projected booth layout is available on our website www.parkwaywestband.com. Each booth is 10' x 10' and two folding chairs are provided with each booth. Electricity, tables, and corner or end booths cost extra and should be reserved on the application. Booth assignments will be made on a first come, first served basis and availability of unreserved space. We will do our best to accommodate your requests but cannot make guarantees. Setup will begin on Friday, Oct. 27 at 6 p.m. ending at 8:00 p.m., and will resume again on Saturday, Oct. 28 at 7:15 a.m.

This is a juried craft fair and NO one is assured of a booth until the jury meets and you have received an acceptance letter. **Application deadline is Saturday, October 21, 2023.** Applicants who are accepted will receive a **confirmation letter or e-mail no later than Wednesday, October 25, 2023.** Applications received after the October deadline will be processed accordingly until fair is sold out. Checks will be returned to those applicants not accepted as a result of the jury process. As always, we accept a limited amount of direct sales vendors, capped at a maximum of 10% of booth space.

We reserve the right to refuse ANY application without recourse. Persons selling items deemed inappropriate for a school or family setting, second hand or garage sale merchandise will automatically be declined. No items deemed Weapons or Medicines will be accepted.