

BERTHOUD UNITED METHODIST WOMEN (UMW) CRAFT AND FOOD FAIR
GENERAL INFORMATION
OCTOBER 14, 2017

1. We will provide an 8-foot table and two chairs. If needed, the table can be removed for your free-standing display unit that uses the same size space as the table- no taller than 5 feet high. The charge is \$35 per space.
2. **Only hand-crafted items may be displayed.**
3. Each vendor is responsible for his/her own Colorado Sales Tax license or Special Events license, and the collecting of tax.
4. Set up can start as early as 7:00 a.m. Please be ready to go by 9:00 a.m. Please do not tear down early, as it irritates customers and adversely affects those vendors who stay the full advertised hours. Craft fair times are 9:00 a.m. to 2:00 p.m.
5. Please clean up your own space after space is vacated.
6. No commissions will be taken, and no refunds will be made. **Your cashed check is your receipt and proof of registration.**
7. Lunch will be available on the premises through the UMW, with profits going to them.
8. Once you get your vehicle unloaded, please move it to the North side of North parking lot.
9. The UMW assumes NO responsibility for the loss of or damage to any work, display or person.
10. This year, vendors will be chosen based on items they will be selling. The UMW will make selections so that there are a variety of item for sale. Each vendor participating will have something unique that they are selling that no other vendor will be selling also. In the past, we have had many duplicates, which makes it hard for the vendors to sell their items.
11. **Applications and phots must accompany your check.**

Profits from this fair go to the Berthoud United Methodist Women. Call Cheryl Kastle-Fenton at 970-532-2127 for additional information.

Mail applications to: Cheryl Kastle-Fenton
P.O. Box 1054
Berthoud, CO 80513