



CRAFTERS WANTED!

for

COUNTRY CAROUSEL BOUTIQUE

Provo High School (1125 N. University Ave, Provo)

during *BYU EDUCATION WEEK

Aug. 15th through 19th, 2011



The Country Carousel Boutique has been a tradition during * Education Week for 22 years.

Enthusiastic shoppers come earlier every year. Our “Sneak Preview” on Monday has been a huge success.

There are 3 common things in all of the great shows, whether large or small.

This is how we plan to use them to make this show great:

Advertising~ Banner for the wall of the school will go up the first part of July to take advantage of the Stadium of Fire crowd, our Street Banner on University Avenue at 50 South, E-mails to shoppers from last year and Provo High Parents, ad in Country Register, 70 racks /BYU campus, Provo High School marquis, Flyers in local motels and fabric stores, and 120,000 mailers. **Each registered vendor will receive a vinyl sign for rear windshield of automobile.**

Yard stakes and flyers are available if you would like to promote the show in your neighborhood or community.

We continue to increase our advertising each year and expect to bring in a much larger crowd.

Security~ we will have someone watching each exclusive entrance and exit, and 2 to 4 people watching the aisles.

Every crafter with a number will be required to work a 2 hour security shift or pay \$20 to hire someone.

Everyone will get a vendor I.D. tag which must be presented at the door, if you are taking anything out.

There will be **no early take down**. **Everything will be checked through Central Checkout**. If you have small items, you may stay in your booth, **if it is large enough**; but please come with a receipt book or some way to send the amount due, to the checkout. After it has been paid, the customer will come to you with the cash register receipt and pick up their item(s).

This will be especially important for jewelry and other small items that could be stashed in a pocket or bag.

Fees~ booth fees are still 20- 25% lower than former years, (Discounts are for booth fees only)

New Crafters get a 10% discount for earliest registration (postmarked by June 15th)

Loyal vendors from 2010 registering by May 15th ~ 20% discount on small booth or 50% discount on \$200 or larger booth.

After May 15th ~ 10% discount. Please respond early to secure your number, inventory option and returning discount.

Checks received early will not be cashed until May 15th.

While some shows are increasing, we will be keeping the commission at 12%.

It has been our experience that if the booth fee and commission together equal more than 25% of your sales,

You don't make enough. We will be donating .5% of our gross sales to the [MAKE A WISH](#) Foundation.

Our plans include a **larger over-all set up**, with **bigger booths for less money**, and **space for kiosks or small tables**

We will also have an **area for reluctant guests** to sit and watch while our avid shoppers browse.

Booths will be on a first come basis. However, **vendors from last year** will have **first choice** until **May 15th**.

Basic booth is square i.e. **4x4, 6x6, 8x8**, etc. Choose the depth of booth you want,

then see contract for cost of additional length in 2' increments.

For example **6x8** is \$100 for 6x6 plus \$35 for additional 2', making total **\$135**.

10x10 may not be available. We reserve the right to put you in an 8x12 if there are not enough 10x10 requests to fill a row.

We will also have a few outdoor, self-check booths. If interested, call Katherine early.

Provo High does not begin school until August 23rd this year.

We will have the parking lot all week for vendors and shoppers.

Set up is Monday / 7 am - 2 pm. **Show** is Mon. / 4 pm - 9 pm, Tues.-Thurs. / 10 am - 9 pm. Friday / 10 am - 7 pm.

Take down will be as soon after 7 pm as we can clear the building of shoppers.

*BYU Education Week is a wonderful time to be in Provo. This event will bring in people from all over. These people are centered in faith and family values. They will be looking for interesting and fun items with those values in mind.

Enclosed please find a 2-page application. All new items need to be juried. Hand-crafted items are preferred.

You can e-mail photos of your items to katherine@countrycarouselboutique.com.

For jury or other questions call Katherine Losee. My telephone number is (801) 465-3808.

We are very excited and hope you will join us for the
2011 Country Carousel Boutique during * BYU Education Week.

Country Carousel Boutique ~2011

A Utah County Tradition for 22 years

Location of show (**Do not mail application to the School**) ~ Provo High School - 1125 North University Avenue, Provo, Utah

Dates~ Set up will be Monday, August 15th from 7:00 am until 2 pm. (We will have a preview sale Monday 4 to 9 pm)

Show will be Tuesday -Thursday / 10 am to 9 pm

Friday / 10 am to 7 pm / Take down will begin as soon after 7 pm as shoppers clear out.

Each vendor is requested to put a **vinyl sign** in the rear window of your vehicle. *Initial here if you can't* _____

Booth~ Booth sizes are listed on the front of this contract. After selecting a size, mark your 1st, 2nd, & 3rd choice of location on the drawing at the bottom of this page. Booths will be assigned on a first come basis. Some form of **backdrop is required**. (We have some to rent). If you use wall grid, it needs to be draped so we cannot see through it. Two or more people may share a booth.

For more than two vendors, please attach another copy of the first page of this contract, with signatures, and **all sign below**.

Security~ Every **crafter** with a **number** will be **required to work a 2 hour shift** or pay \$20 to hire someone.

If you do not pay before the show, you will be charged **\$30**.

If you sign up and do not show for a security shift you will be charged **\$40**. This **includes extra shifts you accept**.

Once the show begins, if you find you cannot work your shift, **you will need to find a substitute**. A list of vendors interested in extra shifts will be included in your confirmation letter. You are responsible for the shift. **Please notify us of your substitute**.

Everyone will get a vendor I.D. tag which must be presented at the door, if you are taking anything out.

Take down is as soon after 7 pm on Friday as our shoppers have checked out.

There will be no early take down. A \$100 penalty will be deducted from your sales for early take down.

Handouts & Business Cards~ Please **do not have sign-up sheets, party sign-ups, or after show order forms**.

We will take pre-paid orders for you on personalized items and items that run out, if you provide order forms.

Please **Do have business cards** in your booth. There will not be time to look up your information for customers.

Tags~ Each item sold must be priced and marked with an identifying crafter number, between 1-300. Please mark each item clearly, number at top and price at bottom of tag. If the number you requested is not available, we will let you know.

Once your application is approved you should receive a confirmation letter (after June 1st, but at least 2 weeks prior to the show.)

Checkout~ Everything will be checked through Central Checkout. Checks will be calculated from cash register receipts. **If you have a large booth**, you may stay in your booth to watch over small items. Please come with a receipt book or some way to send the amount due, to the checkout. After it has been paid, the customer will come to you with the cash register receipt and pick up their item(s). This will be especially important for jewelry and other small items that could be stashed in a pocket or bag.

Fees~ Booth Fees must be received by July 15th. You may take a 10% discount for early registration (postmarked by June 15th.)

Fees help cover cost of building rental, liability insurance, advertising, decorations, and security.

There is also a **12% commission charged on all sales** to pay cashiers, bankcard fees, liability insurance,

advertising and extra security. **MAKE A WISH** will receive **.5% of our gross sales**,

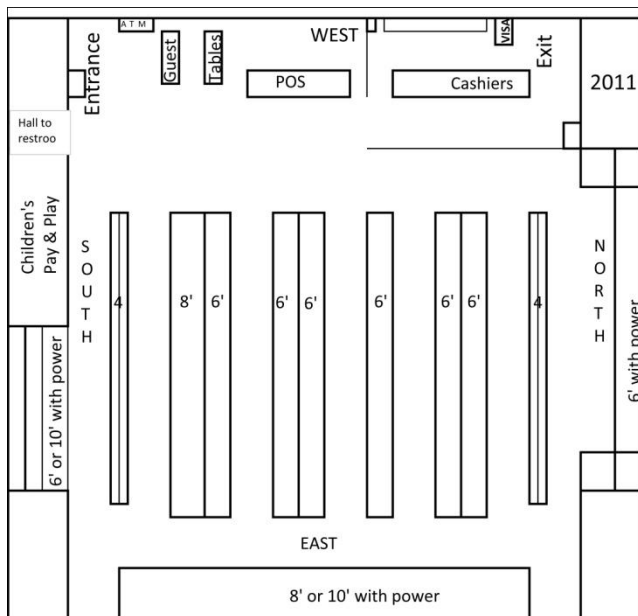
Any damage caused by you or someone working with/for you to the building, floor or property will be deducted.

This is a juried show. You will need to arrange for me to view your items if I haven't seen them at another show. You may send photos with your application. We try to select a variety of goods. However there may be duplication, especially in wholesale items.

This is page 2 of this contract. By signing either page you agree to the terms of the entire contract.

Each vendor must sign for themselves. Please return both pages with your fees.

Exhibitor: _____ Partner: _____ Date: _____



Additional Partners: _____