

CALVARY CHAPEL CHRISTIAN SCHOOL

2011 CHRISTMAS CRAFT FAIR

RULES & REGULATIONS

DATE & TIME: Saturday, December 10, 2011 - 8:30 am to 3:30 pm
Sunday, December 11, 2011 - 10:00 am to 2:30 pm

PLACE: Calvary Chapel Christian School
98-1016 Komo Mai Drive

COST: \$150.00 NON REFUNDABLE for both days (**same price for one day**)

The Annual Christmas Craft Fair sponsored by Calvary Chapel Christian School will be held once again in the school gymnasium. We are currently seeking vendors who would be interested in participating in our fair. Our vision is to display and offer quality products that bring glory to the Lord, to those in the community and the church.

Attached is the registration form that needs to be completed and submitted into the School Office no later than Friday, November 18, 2011. Please mail the completed registration form to:

Calvary Chapel Christian School
98-1018 Komo Mai Drive
Aiea, HI 96701
Attention: Noelani Kaleopaa

ITEMS FOR SALE

All perishable and non-perishable items for sale must be listed on the attached registration form. Perishable items must be packaged or bottled. No cooking will be allowed on the church and school grounds. All items to be sold will be screened and each vendor will need to provide a sample of their products for review. CCCS has the right to refuse any vendor from selling their products.

REGISTRATION

Each vendor must purchase a minimum of 1 six(6) foot table. A maximum of 2 tables are allotted per vendor at \$150 a table. Also, a maximum of 2 vendors will be allowed per one(1) 6 foot table (\$75 per vendor). We will provide a total of 2 chairs per table.

Upon CCCS' approval of products for sale, the non-refundable deposit fee of \$75 is due along with the registration form. If you are sharing a table, please make a notation on the registration form.

CHECK IN/SET-UP

All vendors must check in first and will be notified of their designated area. Setup in your area must be completed no later than 8:15 am. We will gather together in the gym for a time of prayer prior to the opening of the craft fair.

Vendors will be allowed to leave their products in the school gymnasium after Saturday's craft fair, however, CCCS will not be held liable for any products left overnight. Vendors who will not be participating on Sunday must break down their table(s). Upon availability, **additional** tables for participating vendors only may be available on Sunday for a fee of \$75 per table. All vendors will be responsible for their own general excise taxes and should not be passed on to the customers.

Please cover your table(s) with a table skirt. All boxes, containers, etc. must be hidden under your table or covered.

UNLOADING/LOADING ZONE

Only participating vendors will be allowed to drive their vehicles down to the school gymnasium to unload their products. After unloading, vendors must park their vehicles in the upper parking lot area fronting the school. The school gymnasium will be opened at 6:30 am on Saturday, December 10. At 3:45 pm, the loading zone will be opened to vendors who will not be participating on Sunday.

EQUIPMENT

Use of generators or electrical cords will not be allowed.

CLEAN UP

After the event, each vendor is responsible to clean-up their own area. Trash bags will be provided.

NOTE: WE RESERVE THE RIGHT TO REJECT ANY ITEMS THAT ARE NOT IN COMPLIANCE WITH THE RULES AND REGULATIONS AS STATED ABOVE.

