

September 2016

The River Grove Royals Athletic Club announces the return of the Craft-Vendor Fair! We are looking for crafters and/or vendors to help us make the return of this fundraiser the best of all times. The River Grove Royals Athletic Club is a booster organization that raises funds for the athletic programs at our school. All proceeds from this fundraiser go directly to the students of River Grove School.

The event will be held at River Grove School, 2650 Thatcher Avenue in River Grove on Saturday, December 17th from 9-2. Our space in this venue is very limited, so please register early to reserve your space!

Crafter and vendors are welcome, but please note only one vendor per company will be allowed, and vendors will be reserved on a first come, first serve basis. These will be determined by the date of your paid registration.

The cost for the event this year will be \$40 which is due by 11/1/16. We are also asking for the donation of a \$20 minimum Raffle Prize. Each vendor will be provided with a table and two chairs. *If you need electric please mark that on your form so that your table can be placed appropriately. We cannot accommodate power to tables the day of the event.*

The registration form is included in this email. Please feel free to contact Michele Obaya, 708-207-8742 or by email at 6Beanie5@gmail.com with any questions not answered in this email. (Please use CRAFT/VENDOR FAIR INFO in the subject line.)

If you know any other vendors or crafters that might be interested in participating, please either forward a copy of this email to them or have them contact me.

Thank you for considering helping the River Grove Royals Athletic Club. We look forward to seeing you on December 17th.

Sincerely,

Michele Obaya
River Grove Royals Athletic Club

CRAFT FAIR REGISTRATION

Crafter/Vendor Name: _____

Name of Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Alternate Phone: _____

Email address: _____

Type of Product(s): _____

Company Website: _____

_____ \$40.00 REGISTRATION FEE ENCLOSED

_____ \$ 5.00 ADDITIONAL FOR ELECTRIC POWER

\$_____ TOTAL ENCLOSED

**A RAFFLE PRIZE MUST BE PROVIDED THE DAY OF THE EVENT.
RAFFLE PRIZE MINIMUM VALUE IS \$20.00. NO GIFT CERTIFICATES PLEASE.**

OPTIONAL:

In addition to the above, I would like to donate an additional \$_____.

OR

I will donate _____% of any sales the day of the Craft/Vendor Fair to the River Grove Royals Athletic Club.

Please make checks payable to: RIVER GROVE ROYALS ATHLETIC CLUB due by 11/1/16.

Mail your registration to: River Grove Royals Athletic Club
C/O Michele Obaya
2430 Davisson Street
River Grove, IL 60171

If you have any questions, please contact Michele Obaya:

708/207-8742

6Beanie5@gmail.com

(Please put CRAFT/VENDOR FAIR INFO in the subject line of any e-mail communications.)

You will receive a confirmation letter upon receipt of your payment. If another sales rep from your company has already confirmed their reservation, your payment will be returned immediately.

Date: Saturday, December 17, 2016
Time: 9:00am – 2:00pm
Place: River Grove School
2650 Thatcher Avenue, River Grove IL 60171

- We will provide one table and two chairs per booth.
- Only one vendor per company will be allowed.
- Crafter and Vendor reservations will be accepted on a first come, first serve basis.
- Reservations are not guaranteed until payment is received.
- We will do our best to place “like-product” vendors at a distance.
- We will advertise in our local paper, Cable TV station, posters in the village hall and flyers sent home through the schools.
- A flyer will be provided to each vendor suitable for copying to send to your clients or use at your parties/shows.
- Check in and setup begins at 7:45, provide raffle prize at check in
- Space is limited, no additional tables can be allowed.
- No refunds for cancellations on no shows.