

Christmas in Odessa

Christmas Craft Show

Our annual fundraiser will be held Saturday, December 3, 2016. The following information is important for your participation.

- TYPE OF CRAFT: The **principle** craft for sale should be **hand made**; things put together, glued, beaded, knitted, etc., and painted canvas.
- DISPLAY AREA: **ALL SPACE is not created equal.** Each room is a different size; a single space is about 5 ft. X 9 ft. a double space is about 5 ft. X 15 ft. It may be necessary to yield and share corner space with your neighbor. Racks and additional shelving must be placed within the allotted space. Please bring your own table cover, long enough to cover any boxes on the floor. This space is NON-TRANSFERABLE.
- TABLES: Size of tables in room numbers 144, 145 & 138 are 2 ft. X 5 ft. In room 124 they are 3 ft. X 7 ft. & in boardroom they are 2.5 ft. X 6 ft. **We are not permitted to use space on the walls nor space in front of the tables. We will do our best to honor table location requests.** Our decision will be final.
- SHOP HOURS: Saturday, 9:30 AM to 5:00 PM.
- SET UP HOURS: Friday evening, December 2nd, from 4 PM - 8 PM only and Saturday morning from 7 AM to 9:15 AM. You must be ready for business at 9:30 AM. We cannot set up any earlier than the hours listed.
- COMMISSION: 20% of gross sales, payable to Women's Club of Odessa. Payment is due immediately following the close of our show. Minimum commission is \$60.00.
- LOCATION: Marion T. Proffitt Training Center, 118 South 6th Street, Odessa, Delaware. (The former Corbit Elementary School). There will be signs.

PARKING: Space available for ONE VEHICLE per vendor. For unloading you may use the front double doors. There is also a loading dock. After unloading, please park to the right on the **far side** of the building.

SECURITY: The Women's Club of Odessa will NOT be responsible for any articles left at the site overnight on Friday, December 5. We recommended (as always) that no cash or personal items be left there. The facility has a security alarm system.

RSVP: Upon receipt of your application, price list and pictures, your application will be reviewed. You will be advised of your acceptance and will be required to send a \$60.00 nonrefundable deposit to hold the space, which will be applied to the 20%.

The Women's Club of Odessa is non-profit, tax deductible and is a member of The Delaware State Federation of Women's Clubs and The General Federation of Women's Clubs. We look forward to hearing from you.

For more information on Christmas in Odessa check out www.christmasinodessa.com on the web. Each crafter will be listed on the web page. Thank you.

CO-CHAIRMAN

Marylouise McNaughton
77 Cornflower Court
Smyrna, DE 19977
302-653-7368
marylouise2467@gmail.com

Carolyn Shallcross
302-378-9300
cfshall@verizon.net

CHRISTMAS CRAFT SHOP

DECEMBER 3, 2016

To participate in our Christmas Craft Shop, please complete the form below and return it as soon as possible, along with pictures, we will be accepting applications until filled. Please respond as soon as possible, as space is limited. Once space is filled we will keep the application for consideration for the next year. Thank you for your cooperation.

NAME: _____

ADDRESS: _____

CITY/STATE: _____

ZIP: _____

PHONE: (____) _____

EMAIL ADDRESS: _____

Please list your primary craft such as "pottery", then a range of items offered.
Example: serving bowls, dishes, salt and peppershakers etc.

CRAFT: Please describe for the brochure:

If you have any questions don't hesitate to call.

Send your reply to:
Marylouise McNaughton
77 Cornflower Court
Smyrna, DE 19977
302-653-7368
marylouise2467@gmail.com