



SKYLINE AFFILIATED VENDOR APPLICATION



# Skyline High School's Annual Holiday Bazaar

December 2, 2017 9:00 am – 3:00 pm

**Sponsored by the Skyline High School Booster Club**

**THIS FORM IS FOR SKYLINE STUDENTS OR ORGANIZATIONS DIRECTLY BENEFITTING SKYLINE STUDENTS ONLY:**

- Complete this Application Form (2 pages)
- Include check payable to "SHS Booster Club"
- Mail to: **Skyline Booster Club**  
c/o Kelly Smith  
3020 Issaquah Pine Lake Road, #573  
Sammamish, WA 98075

**QUESTIONS? Contact:**

[bazaar@skylineboosterclub.com](mailto:bazaar@skylineboosterclub.com)

**Bazaar Coordinator: Kelly Smith**

**Applications due November 4, 2017**

### Contact Information

Skyline Group			
Parent Contact Name			
Phone (mobile)		Phone (home)	
Email			
Skyline Advisor Name			
Email			
Website, Etsy or Facebook page			
<b>Note:</b> A parent sponsor and Skyline advisor are required. The parent sponsor must be a Skyline Booster Club member.			

### Event Information

<b>Description of Items to be Sold</b>	

### Vendor Classifications

<b>Crafter/Artisan:</b>	75% of the products you are selling are hand-crafted
<b>Commercial:</b>	75% of the products you are selling are produced commercially
<b>Skyline Student Activities, Clubs, Organizations:</b>	Group must be approved by Skyline High School and directly benefitting Skyline students <b>OR</b> Skyline High School approved group benefitting a Skyline High School approved endeavor

<b>Crafter/Artisans</b>	<input type="checkbox"/> Single 10'x6' – \$100 \$35 ea	Qty	<input type="checkbox"/> Double 20'x6' – \$175 ea	Qty
<b>Commercial</b>	<input type="checkbox"/> Single 10'x6' – \$200-\$70 ea	Qty	<input type="checkbox"/> Double 20'x6' – \$275 ea	Qty
<b>Non-Profit</b>	<input type="checkbox"/> Single 10'x6' –\$50\$20 ea			
<b>Electricity</b>	<input type="checkbox"/> I need electricity - \$15 <b>Note:</b> Limited booths with electricity available. You must provide your own extension cord (s).			
<b>Table(s)</b>	<input type="checkbox"/> I will bring my own table	<input type="checkbox"/> 6'x2' Table - \$15 ea	Qty	

**Special Setup Requests: email [bazaar@skylineboosterclub.com](mailto:bazaar@skylineboosterclub.com)**

<b>Checks:</b> Please make checks payable to "SHS Booster Club"	<b>Booth amount:</b> \$ _____ <b>Table(s) ordered:</b> \$ _____ <b>Electricity required:</b> \$ _____ <b>Total:</b> \$ _____
---	---

### Liability Limitations

Skyline High School Booster Club will not be responsible for losses due to the following:  
 Merchandise or display items that may be lost, stolen or damaged in anyway. Personal injury to the exhibitor during set-up, pick-up or during show proceedings. Each vendor is liable for any personal injury that may occur from hers/his own crafts and/or display pieces during set-up, show and teardown.

*I have read the exhibitor agreement and understand SKYLINE HIGH SCHOOL BOOSTER CLUB will not be held responsible for losses due to the following: Merchandise or display items that may be lost, stolen or damaged in any way, any or all items destroyed by fire, weather, water or other causes, personal injury that may result during set-up, tear-down or during show proceedings and in addition holds SKYLINE HIGH SCHOOL BOOSTER CLUB harmless from any personal or indirect injuries that may result from my crafts and/or display pieces at all times.*

<b>Parent Sponser</b> <b>Print Name:</b> _____  <b>Signature:</b> _____  <b>Skyline Advisor:</b> _____	<b>Date:</b> _____
---	--------------------

## Keep this information for your records.

### Skyline High School 2017 Holiday Bazaar

**Event Date:** Saturday, December 2, 2017

**Event Time:** 9:00 am to 3:00 pm

#### Booth Information

- **Single Booth:** 10'x6' = 10 feet wide by 5-6 feet deep
- **Double Booth:** 20'x6' = 20 feet wide by 5-6 feet deep
- Two (2) chairs per booth will be provided
- Tables are not provided but are available for an additional charge; all table requests must be received by November 4.
- **Special Setup or Placement Requests:** If you have a booth requiring special set up (i.e. a canopy, must be against a wall, inside corner, outside corner, etc.), please let us know by email
- **Booth Placement:** There are **no guarantees** for booth placement. Booths will be placed on a first-come, first-served basis.
- **Electrical:** We have limited booths with electricity available. You are responsible to provide your own extension cord(s).
- **Booth fees are non-refundable** (except for non-profit vendors not approved by Skyline Booster Club)
- **All vendor applications and fees must be received by November 4.**
- **All vendor items must be juried prior to the event date; if website, Etsy or Facebook page not available, please provide photos of your products.**

#### Set Up & Tear Down

- **Set-up:** Set up is 7:00 am to 9:00 am the day of the bazaar.
- **Tear Down:** Tear down must be completed by 4:00 pm the day of the Bazaar.
- **Helpers:** Student helpers will be available to help with both set up and tear down.

#### Confirmation

- You will receive an email confirmation after your registration form and check have been received and processed by the Skyline Bazaar team.
- You will receive an email confirmation prior to the event with a map and your booth location.
- If you have not received confirmation within two weeks of submitting your application, please contact us.

#### Lunch

- If you are interested, we will make arrangements with a local vendor to order lunch and have it delivered.
- You will be responsible for paying for your lunch.
- Once we have coordinated the details with a local vendor, we will send an email with all the details and a request for lunch count.

#### Contact Information

Kelly Smith: [bazaar@skylineboosterclub.com](mailto:bazaar@skylineboosterclub.com)

Website: <http://skylineboosterclub.com>

Facebook: <https://www.facebook.com/SkylineHolidayBazaar/>