



Gateway Holiday Gifting Art & Craft Show

Artists, crafters and specialty item vendors are invited to provide their items to last minute shoppers Saturday **December 12 from 9am-3pm on Gateway Technical College's Kenosha Campus, 3520-30th Avenue.**

Hand made art and craft items will be displayed inside the Commons and in booths along the hallways surrounding the Commons. This is a second-year event. In its first year, we had 56 booths, with all vendors who responded to the post event survey indicating they planned to return.

The event is sponsored as a fundraiser for the **Gateway Association for Career and Technical Education (GACTE)**. This professional organization donates the majority of its proceeds to the Gateway Student Emergency Fund, through the Gateway Foundation, which assists students in meeting short-term financial situations that may, otherwise, have terminated their ability to stay in College.

The event will be promoted most heavily to the 650 Gateway Employees, the students, and through news releases and calendar of event postings in the media. This year we are adding a \$10 promotional fee to the booth fee so we can purchase advertising as well. We are also counting on artists and vendors to spread the word through their mailing lists. An e-mailable piece will be sent to vendors to print off or to e-mail to your lists.

Cost: Booth = \$25 + \$10 advertising fee, + one donated item for raffle. Some auction items may be held for a future GACTE fundraising event. The fee is non-refundable after December 5, 2009.

Your Name: _____

Category: ___ Art ___ Craft ___ Retail

Describe your products:

Address: _____

Phone number: _____ E-mail address: _____

Will you need tables? ___ Yes ___ No ___ number? ___ If here last year, same location? _____

Will you require electric? ___ Yes ___ No Other special requests? _____

Some of the arts and crafts booths will be set up against windows. Please indicate whether you do not want windows behind you. ___ No windows

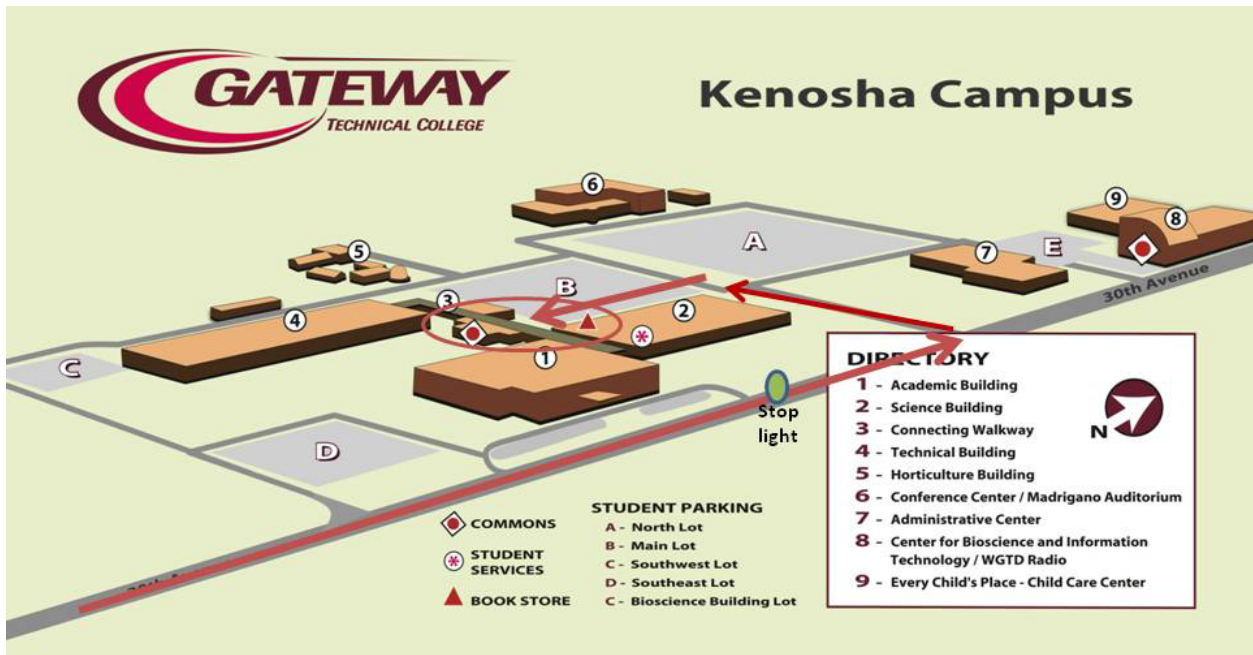
Return this form by **December 1, 2009** with your check to **GACTE for \$35**. Mail to: Jayne Herring Gateway Technical College 3520-30th Avenue Kenosha, WI 53144.



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Set up information

We prefer vendors bring their own booth set up, however some tables will be made available. There will NOT be pipe and drape between vendors. Spaces will be approximately 80 square feet, however because of hallway and doorway configurations, some booths may be 8 X 10' and others will only be 5-6 feet deep but longer. Set-up will be on Friday December 11th from 5-7pm and at 6:30 am Saturday the 12th and must be complete by the 9am show opening. Volunteers will be on hand to assist. Some carts will be available for your use.



Gateway's Kenosha Campus is located at 3520 30th Avenue. It is located just north of Washington Road/Hwy S/hwy 142. Turn into the campus driveway just north of the stop and go light on 30th Avenue. Drive down to the parking lot (B) and turn left. Drop off is in the area on the map where the red arrow ends within the red oval. Carts will be available and a few volunteers will be on hand to help you unload.

After unloading, parking for vendors will be in the "A" lot.