



Holiday Gifting Art and Craft Fair

Saturday December 7, 2013

Booth Registration Form

Artists, crafters and specialty item vendors are invited to provide their items to last minute shoppers Saturday **December 7, 2013 from 9am-3pm on Gateway Technical College's Kenosha Campus, 3520-30th Avenue.**

Handmade art and craft items will be displayed inside the Commons and in booths along the hallways surrounding the Commons. This event is in its sixth-year and continues to grow in popularity with both vendors and visitors. In its first year, we had 56 booths, with more than 110 booths the last two years.

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

Booths are located in both rooms and hallways. Most are approximately 12' in length and 6-1/2 feet deep. Approximately 1/3 of the booths are more square—8 x 9'.

Cost: Booth cost= \$45 plus one donated item for raffle. Many auction items may be held for future GACTE fundraising events. The fee is non-refundable after December 1, 2013 rain (or snow) or shine.

Your Name: _____

Category: ___Art___Craft___Retail

Describe your products: _____

Address: _____ City/State/Zip _____

Phone number: _____ E-mail address: _____

****Will you need a table?** ___Yes ___No **NEW THIS YEAR:** because of the growing size of the show, we can only offer one table per vendor at no charge. Our tables may vary in size, but we use 6-feet as a base size. If you need us to rent additional 6-foot tables, the cost will be \$11.00 each. These rough wood tables will require that you provide a table cover/drape. **Please order _____ number of 6' tables beyond the one free one.**

___I require NO tables Will you require electric? ___Yes ___No

If here last year, same location? _____

Return this form by **November 18, 2013** with your check to **GACTE for \$45 + table rental charge if applicable.** However the show may become sold out before that date and your registration will be returned to you. Mail to: Jayne Herring Gateway Technical College 3520-30th Avenue Kenosha, WI 53144.



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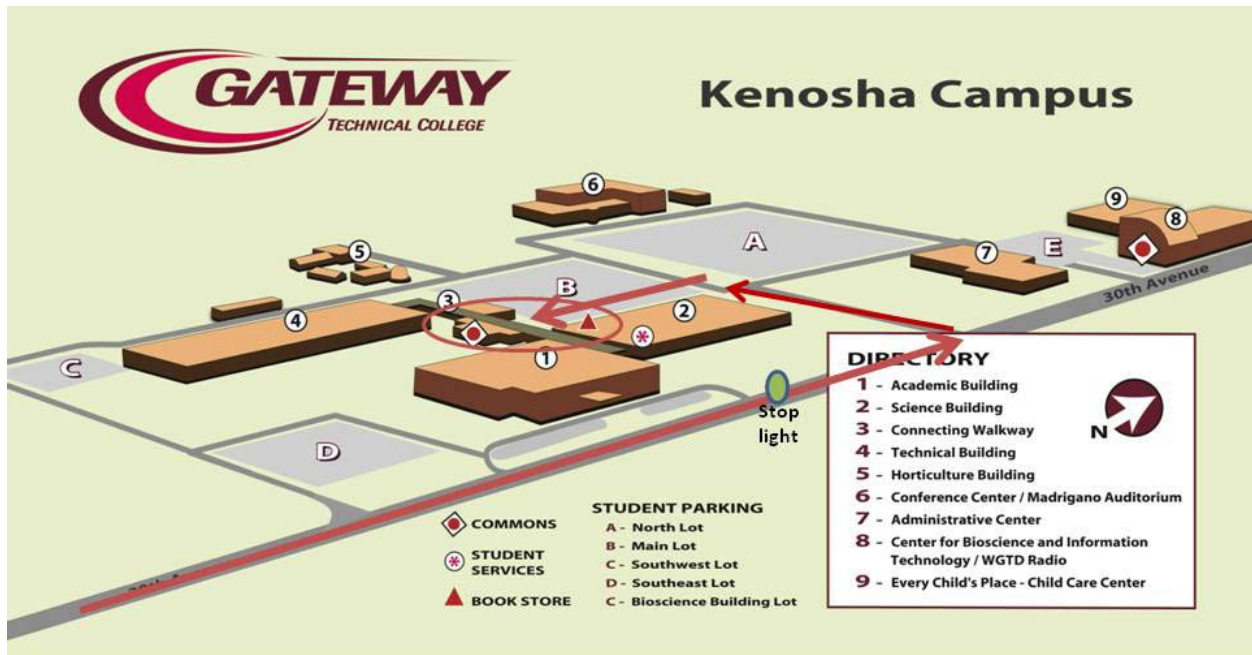
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Set up information

We prefer vendors bring their own booth set up, however vendors MAY receive one table at no cost. Set-up will be on Friday December 6th from 5-7pm and at 6:30 am Saturday the 7th and must be complete by the 9am show opening. Volunteers will be on hand to assist. Some carts will be available for your use.

This is a general map leading to booth check in. The week of the show, vendors will receive a map showing the general area of their booth and the closest door for drop-off.



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.