

Country Christmas at the Fair
ISLAND COUNTY FAIRGROUNDS
LANGLEY, WASHINGTON



Dear Artisan/Crafter:

I am writing to announce the Island County Fair Association's upcoming "*Country Christmas at the Fair*" for 2008. You may be receiving this packet of information for one of three reasons:

- You have participated in our arts and crafts fair in 2007;
- You participated in our arts and crafts fair in years past;
- Your craft or product has come to our attention as a potential positive addition to our fair.

For those of you who have participated in the past you may be aware that we offer either individual vendor spaces or blended displays. The beauty of this show is that with a central checkout there is no need for you to be present. We are happy to assist with setup, customer assistance, and restocking displays during the show and our cashiers will track sales and handle payment.

We do welcome any volunteer service you may be willing to contribute. Besides the low space fees we take only 15% commission and all the proceeds less the costs for advertising and overhead go to provide for scholarships and fair projects.

We are happy to welcome back any returning vendors and warmly receive any new vendors to a show that has been a long established tradition on the south end of Whidbey Island. We draw shoppers from all over the Island and the mainland.

Please take time to look over the enclosed packet of information and consider registering today for this eagerly anticipated yearly event. If you have any questions or need more information, please contact either the fair office at 221-4677 or myself, Barb Pearson at 360-632-1931.

I look forward to seeing you there!

Barb Pearson
ICFA Ways and Means Committee Chair

Country Christmas at the Fair

Dear Interested Participant:

This year's "Country Christmas at the Fair" dates span three weekends: Friday, November 28, 2-7 PM with a \$1.00 donation for a preview and Saturday, November 29 and Sunday, November 30, 10 AM to 3 PM; Saturday, December 6 and Sunday, December 7, 10 AM to 3 PM and Saturday December 13 and Sunday, December 14, 10 AM to 3 PM.

Country Christmas has continued to grow over the years and, while some individual vendor space is available, it will remain primarily the traditional blended showroom in the 4H building, where antiques, collectibles, and quality handmade gifts will be combined for sale. Decorated gathering baskets will be available at the door for holiday shoppers and sales will be handled by cashiers, as in the past. We always encourage volunteer help with decorating or sales. Set-up for individual vendors will be on Fridays prior to the weekend, by pre-arrangement with the committee (see below), except for the Thanksgiving weekend, which will set up the previous Friday so we can all enjoy Thanksgiving. For those vendors not desiring an individual space you may drop off your priced merchandise on the appropriate set-up day and items will be placed in blended displays for sale.

The fee for an individual vendor space is a fee of \$15 per weekend or \$35 for all 3 weekends. The fee for the blended show is \$10 per weekend. The commission remains %15 of all sales.

The Island County Fair Association will be serving homemade soup and pie in a cozy atmosphere for relaxation and visiting with friends and neighbors. As always, we will have tasty packaged food offered by area vendors.

"Country Christmas at the Fair" organizers and volunteers receive no money for their efforts. All earnings, after advertising and other expenses, go to the Island County Fair Association, earmarked for scholarships, fairground improvements and projects.

PREPARATION

The most effective way to enhance sales for everyone is to ensure that all merchandise offered for sale meets our holiday theme and quality standard. Please include a photograph and general description of the kinds of items you will be selling with your entry form, and mail it by October 31, 2008.

A registration fee of \$10 per weekend for the blended sale or \$15/weekend (\$35 for all 3 weekends) for the individual vendor space is due with your entry form. The entry fees for the individual vendor spaces must be prepaid with NO REFUNDS. Spaces are a minimum of 6' X 6' and will be assigned on first come basis as applications are received.

Each vendor participating must use a sales number. Use tags CLEARLY MARKED WITH YOUR VENDOR SALES NUMBER and merchandise price, and attach tags to all merchandise securely. A suggestion for your vendor number is to use your initials with the 4 digits of your phone number unless you have a number that you always use.

Merchandise for the blended displays must be tagged and turned in by Friday, November 21 (if you are doing the first or all weekends). You may drop off your sale items at the fair office between 11 a.m. and 2 p.m. Monday, Wednesday, or Friday. If you need to make alternate arrangements or have any questions call the fair office 221-4677 or Barb Pearson at 632-1931.

ADVERTISING

"Country Christmas at the Fair" will be advertised in newspapers and with posted flyers. The event is listed in an online calendar of events. We encourage participants to help spread the word, and we will have flyers available for your use if you wish.

PAYMENT & PICK-UP

Net payment (less the commission) will be made by the Fair Association treasurer within two weeks of the sale date. Unsold merchandise and display items must be picked up by Monday, December 15 between 11 a.m. and 2 p.m. unless other arrangements have been made.

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Friday, November 28, 2008 Preview ♦ 2 p.m. to 7 p.m. ♦ \$1.00 Donation
Saturday and Sunday, November 29 & 30, Saturday & Sunday,
December 6 & 7, 13 & 14 ♦ 10 a.m. to 3 p.m.

NAME _____

COMPANY NAME, if applicable _____

ADDRESS _____

CITY/STATE/ZIP _____

PHONE _____ E-MAIL _____

BRIEF DESCRIPTION AND PHOTOGRAPH (type of handcrafted gift item, antiques and/or collectibles):

Participant agrees to release to the Island County Fair Association, the Island County Fair, and its representatives from liability of any kind for loss, damage or injury to body, or any other property said owner may have on the fairgrounds. Special event insurance will be purchased by ICFA.

I look forward to participating in this year's *"Country Christmas at the Fair"*.

Enclosed is my registration fee of \$10 per weekend (1st 2nd 3rd) for blended space **OR**

Enclosed is my registration fee of \$15 per weekend or \$35 for the 3 weekends for individual booth space.

Checks should be made payable to ISLAND COUNTY FAIR ASSOCIATION. Due to the advertising costs we will incur, all fees are non-refundable once paid. With the exception of the blended spaces, all individual vendor spaces are a minimum of 6 feet x 6 feet in a heated building.

Signature

Please return by OCTOBER 31, 2008 with vendor fee enclosed to:

Country Christmas at the Fair

Island County Fair Association

P.O. Box 519

Langley, WA 98260