

**Knoxville Creative Hands Street Team, Inc.
Fall | Holiday Show & Sale**

Saturday, November 5th | 12pm to 5pm

If you are sharing a booth, please include information of all participants {use back of page if necessary}.

Name(s): _____

Etsy Shop Name(s): _____

Mailing Address(es): _____

Daytime Phone(s): _____ Cell Phone(s): _____

Email Address(es): _____

Description of items to be sold at the show: _____

Facebook Page address for your Etsy shop _____

Are you on Twitter? If so, what is your handle? @ _____

Blog address _____

:: IMPORTANT NOTE ABOUT ABOVE INFO REQUEST AND MARKETING ::

We will be doing a lot of grass roots marketing again for this event and we will be listing the shop information for each participant on the Knoxville Creative Hands Street Team {KCHST} Facebook page, facebook.com/KCHST, sending out tweets on Twitter via @KCHSTknoxEtsy and blogging about the event at KCHST.wordpress.com. Please 'like' the Facebook page and follow us on Twitter too. Informative e-mails, Facebook posts, tweets and blog posts will be sent out prior to the event to help you prepare and spread the word.

:: AVAILABLE SPACES ::

Booth spaces will accommodate a 10'x10' tent. Space is limited to 20 participants and available on a first-come, first-served basis.

Fee for space = \$25.00 Number of spaces [] Amount paid \$ _____

:: PAYMENT ::

Make checks payable to **Knoxville Creative Hands Street Team, Inc.** and mail along with the completed application to Knoxville Creative Hands Street Team, Inc., 5000 Parkdale Road, Knoxville, TN 37912

:: APPLICATION DEADLINE ::

Applications must be received by Wednesday, October 26th, 2011.

:: SHOW & SALE LOCATION ::

Homberg Art Market, in the parking lot at Davis Studio, 315 Mohican Drive, Knoxville, TN

:: SHOW & SALE HOURS ::

Saturday, November 5th | 12pm to 5pm

Contact information:

Lisa Gifford Mueller

lisa@sassyglasstudio.com | 865.406.3870 | @AllThingsSassy on Twitter

**FOR KCHST USE ONLY
SPACE ASSIGNMENT**

Application and payment received _____

BOOTH # _____

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Please retain this page for your records!

Date check sent to KCHST:

Amount of check:

Reserved: [] Booth(s)

:: THE RULES ::

1. All work displayed must be suitable for sale on Etsy.com and must be hand crafted or sold by the participant on his/her Etsy shop. Participants must be a member of KCHST.
2. Set-up time is between 10am and 11:30am on Saturday, November 5th.
3. Breakdown begins after 5pm on Saturday, November 5th. Please do not break down early.
4. The show is scheduled to open at 12pm on Saturday. Please have your booth set up on time in case we have early shoppers.
5. Participants are responsible for collecting their own sales tax and remitting the same to the State of Tennessee.
6. Participants should park away from the spaces closest to the event to allow attendees close parking.
7. Smoking is allowed outside the immediate venue area. Children must be supervised at all times and stay within the allotted table space.
8. Participants may bring food into the show area, but food must be concealed from view and must be packaged in such a manner as to not damage the area.
9. Participants are responsible for providing their own tents, tables, chairs and display fixtures. All tables must be covered.
10. All load in and out will be conducted in an orderly fashion to allow everyone access to their allotted space.
11. This show and sale event is being held in conjunction with Homberg Art Market {HAM}. If you have previously participated in the HAM, you may pay for your booth through them, but if you want to be included in any marketing done by KCHST you will need to send the information requested at the top of the first page of the application to lisa@sassyglassstudio.com. If you don't send us your info, we won't know you should be included.

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