

**Up, Up and Away Craft Faire 2018**

St. Paul's United Methodist Church, 1660 Grandview Ave. Reno, NV 89503  
9 am-4 pm, Saturday, September 8, 2018 - Register by August 20, 2018  
[www.stpaulsumcreno.org](http://www.stpaulsumcreno.org)

OFFICE USE ONLY:	
Post Mark _____	Rec. _____
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**CRAFTER APPLICATION FORM**

Name \_\_\_\_\_ Business Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone/Cell \_\_\_\_\_ E-mail \_\_\_\_\_

Will you be selling tangible items? \_\_\_\_\_ If yes, please describe items to be sold and **send us three photos:**

\_\_\_\_\_  
\_\_\_\_\_

Website (if any) \_\_\_\_\_ Nevada Tax ID (if any) \_\_\_\_\_

12 x 12 ft. booth space Spaces Required \_\_\_\_\_ @ \$50.00 ea. TOTAL ENCLOSED \$ \_\_\_\_\_

There will be a limited number of tables and chairs available on "first come, first served":

Tables - \$10 each Number of tables x \$10 \$ \_\_\_\_\_

Chairs - \$5 each Number of chairs x \$5 \$ \_\_\_\_\_

TOTAL ENCLOSED \$ \_\_\_\_\_  
(Please attach separate check)

**YOUR APPLICATION MUST INCLUDE:** Your completed and signed application form acknowledging you have read and understood the Faire Rules, and your check, money order or cashier's check payable to **St. Paul's United Methodist Church** for \$50, plus rental for tables or chairs, if any. This fee is non-refundable unless we do not accept your application. Deadline for registration is **August 20, 2018**.

Mail application and payment: Attn: Craft Faire; St. Paul's UMC; 1660 Grandview Ave. Reno, NV 89503. We will contact you by Sept. 1, 2018, with your booth number and set-up details. If you have questions, contact Registrar Pat Lawrence at [plawrence0407@att.net](mailto:plawrence0407@att.net) or [office@stpaulsumcreno.org](mailto:office@stpaulsumcreno.org)

**DISCLAIMER:**

By signing this application below, I accept any and all responsibility for and assume the risk of all injury or damage to my person which may arise directly or indirectly as a result of my participation in this event. I hereby release, discharge and hold harmless from liability St. Paul's UMC or its staff, whether salaried or volunteer. I have read and understood this disclaimer, and it is my intention that this release be binding not only upon me, but also my heirs, administrators, executors, successors and assigns.

By signing below I affirm that I have read the Faire Rules and agree to abide and be bound by them and by the terms of the Disclaimer.

Crafter Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## RULES

### UP, UP & AWAY CRAFT FAIRE 2018

**When:** Saturday, September 8, 2018, from 9 am to 4 pm. Register by August 20, 2018.

**Where:** St. Paul's United Methodist Church, 1660 Grandview Ave., Reno, NV 89503 (in parking lot and on lawn).

**Cost:** \$50 per 12' x 12' space. You will need to furnish your own tables, chairs and shade structures, except that we do have some 72" x 30" tables for rent at \$10 each and folding chairs at \$5 each, if you let us know what you need by August 20, 2018.

**Crafts and Products:** Applications for crafts made by the vendor are invited. The policy is "first come, first served," except that we shall endeavor not to put tables selling similar items side by side. If you would prefer to be next to a particular applicant, please let us know. The following items are NOT eligible: Mass produced items, resale items, alcohol, drug related items and weapons.

If you are selling prepared foods, you must verify that you meet all Washoe County Health Department requirements. Please no on-site food preparation and no open fire of any kind.

**Cancellations:** Fee is non-refundable unless we do not accept your application.

**Set-up and Take-down:** Set up is after 6 am Saturday, Sept. 8. We shall contact you by September 1, 2018, with your space number and set-up details. Please, no early takedown of your booth. An early take-down will cause you not to be invited back.

**Sales taxes:** The State of Nevada requires vendors selling tangible products at events like this to collect sales taxes and remit them to the promotor (St. Paul's United Methodist Church) at the end of the event. We will provide you with a "one-time sales tax return" at the start of the Craft Faire in your Crafters' Packet. You then complete the return and provide it, BEFORE you leave on Saturday, to us along with your check payable to Nevada Dept. of Taxation in the amount you collected in taxes.

**Applications:** Send your completed and signed application form with your check, money order or cashier's check payable to St. Paul's United Methodist Church for \$50. Mail to: Attn: Craft Faire; St. Paul's UMC; 1660 Grandview Ave., Reno, NV 89503. We shall e-mail you when your application has been received and accepted.

**Contact:** Pat Lawrence, [plawrence0407@att.net](mailto:plawrence0407@att.net), or Church Office, [office@stpaulsumcreno.org](mailto:office@stpaulsumcreno.org)  
Additional information at [www.stpaulsumcreno.org](http://www.stpaulsumcreno.org)

**Boundaries:** This is a family event on Church property with small children expected. No drugs, alcohol or weapons are allowed.