



The Carroll Elementary PTA sponsors our 4th Annual Holiday Craft & Vendor Fair and would love for you to be a part of it!

Do you have family-friendly products to sell? It is a beautiful opportunity to get the word out about your business or community-based organization.

Please see below for additional information and the application forms.

When: Saturday, December 10th, 2022

Where: Carroll Elementary MP Room

What: Sign up Now! Until 11/10/2022, rent an 8' x8' Vendor space for \$40 (\$35 Carroll PTA members). After 11/10/2022, the cost will be \$45 (\$40 for Carroll PTA members).

Completed applications with payments attached need to be turned into the PTA box in the school office no later than November 18th, 2022.

Important Details – Please Read Carefully

1. Limited space is available. Vendors must bring their own table and equipment as we have a limited number of items available.
2. Vendor booths are available on a first-come, first-served basis. Vendor booths will be secured when payment is received. A confirmation email will be sent after Carroll PTA has received BOTH the application and payment.
3. Please submit your Vendor Application (attached) and payment to the PTA box in the school office or by email to mycarrollpta@yahoo.com no later than November 18th, 2022, at 2:30 pm.
4. Your Vendor Application MUST include your non-refundable Vendor Booth Fee of \$40/\$35 by November 10th OR \$45/\$40 after November 10th. Your application will not be processed without payment. Please make the check to Carroll Elementary PTA and indicate " Holiday Fair " on the check memo.
5. Carroll PTA reserves the right to refuse a vendor at its discretion. Family-friendly businesses, family/child-focused community organizations, and crafts.
6. Upon acceptance of your application, a Vendor Packet will be provided to you containing additional information about this event.





COMPANY NAME				
BUSINESS TYPE	DIRECT SALES COMPANY	COMMUNITY ORGANIZATION	CRAFT	OTHER

CONTACT NAME:	
EMAIL:	
PHONE:	
ADDRESS:	
WEBSITE:	

Detailed Description of your Product/Business/Organization: If possible, please attach a brochure of your product/company to the application:	

	(INITIAL) I have enclosed full payment and understand that it is non-refundable. I understand that setup, security, and breakdown of my booth and its contents are my responsibility and agree to hold harmless the Carroll Elementary PTA.
	(INITIAL) Vendor agrees that their table will be manned during the open holiday fair hours.
<p>**VENDOR SETUP: SATURDAY, DECEMBER 10TH: 9:00 – 9:45 AM. THE HOLIDAY CRAFT FAIR DOORS OPEN</p> <p>**VENDOR BREAKDOWN: SATURDAY, DECEMBER 10TH: 2:00 PM – 3:00PM.</p>	
	(INITIAL) I UNDERSTAND THAT EARLIER BREAKDOWN IS NOT PERMITTED.

PRINTED NAME	TITLE
SIGNATURE	DATE
For questions regarding this application or event please contact the Carroll Elementary PTA via email: mycarrollpta@yahoo.com	

PTA USE ONLY					
	DATE RECEIVED/ INITIALS	PAYMENT AMOUNT	BOOTH NUMBER	PAYMENT METHOD	GOODS/ SERVICES DONATED