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# CRAFT FAIR

## HOSTED BY:

**YMCA of Parkersburg's Relay for Life Team**

Saturday, July 31, 2021 • 9:30 AM - 1:00 PM

Location: YMCA of Parkersburg

## EVENT CONTACT INFORMATION:

Hope Inman – [namniepoh@hotmail.com](mailto:namniepoh@hotmail.com)

## EVENT DETAILS:

The YMCA of Parkersburg's Relay for Life Team is proud to host a Craft Fair on Saturday, July 31<sup>st</sup> from 9:30 AM – 1:00 PM at the YMCA of Parkersburg. A Silent Auction will also happen during the event. Admission is free to the public. Vendors may sell their products and reserve up to 3 tables for only \$25 per table. It's required for all vendors to donate one item for the Silent Auction. All proceeds from the event will support the YMCA of Parkersburg's Relay for Life Team.

## MARKETING

The YMCA of Parkersburg's Marketing Department is actively promoting the Craft Fair. Promotion of vendors will be on the YMCA of Parkersburg's website and social media platforms: Facebook, Instagram, and Twitter.

Please e-mail [meloney.victory@parkersburgymca.org](mailto:meloney.victory@parkersburgymca.org) the information below to receive vendor promotion:

- Vender Logo in 300dpi or higher
- 2 hi-resolution photos
- 3-5 sentences about what you are bringing to the Craft Fair and why
- Vendor Social Media Page usernames
- Specials you will offer to Craft Fair participants (optional)

## VENDOR APPLICATION

Applications will not be accepted after July 29, 2021. You will be notified of approval or non-approval by Hope Inman, the Craft Fair's Point of Contact. Be sure to include all products that you intend to market, offer or sell on this form. The Craft Fair's Committee reserves the right to deny further participation to vendors who sell or market products that have not been disclosed on this form.

**Final payment for vendor application will be due  
Saturday, July 31, 2021 before the event's launch.**

**Return completed application to:** YMCA of Parkersburg | 1800 30<sup>th</sup> Street, Parkersburg, WV 26101

**E-mail completed application to:** [namniepoh@hotmail.com](mailto:namniepoh@hotmail.com)

**Please make checks payable to:** YMCA of Parkersburg | Memo Line: Craft Fair

## YMCA OF PARKERSBURG

1800 30th Street, Parkersburg West Virginia 26101

P 304 485 5585 F 304 485 5590 [www.parkersburgymca.org](http://www.parkersburgymca.org)



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# **CRAFT FAIR VENDOR APPLICATION**

Fill the form below keenly to participate in the Craft Fair,  
hosted by the YMCA of Parkersburg's Relay for Life Team.  
**Forms that are not completely filled by July 29th will not be accepted.**

CONTACT PERSON: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

Describe specific products that you propose to sell at the Craft Fair: \_\_\_\_\_

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

**I'M APPLYING TO PARTICIPATE AS A** (Select all that apply):

**ART VENDOR:** \_\_\_\_\_ **CRAFT VENDOR:** \_\_\_\_\_ **EXHIBIT VENDOR:** \_\_\_\_\_

How many tables do you need? *(Each table is 8ft long. Up to 3 tables can be reserved)*: \_\_\_\_\_

How many chairs do you need? *(Chairs are free. Up to 2 chairs can be reserved)*: \_\_\_\_\_

**I NEED ELECTRICITY: YES / NO FOR:** \_\_\_\_\_ **VOLTAGE:** \_\_\_\_\_