

Denman Island Craft Fair, Dec 3 & 4, 2022

Application for Non-Denman Islanders

Fill the form below to participate in the 2022 Denman Island Christmas Craft Fair.

Forms that are not completely filled will not be accepted.

Vendor Guidelines

How the process works

- The fair usually has 10 – 15 spaces for off-islanders.
- Artisans not from Denman are chosen by an independent selection team, based on two criteria:
 - Quality
 - Uniqueness: A craft that is special and different from Denman Island crafts in the same medium
- The results, along with a map showing your space and other details, will be emailed to you by the end of October.

What you can sell

Sale items must be hand-crafted and made locally. No demonstration tables or raffles. Your actual craft must be on sale at the fair. Gift certificates and advanced orders can be sold. Include their value in your total sales.

How to apply

- Click on **I want to apply** below.
- Provide a brief description, a website address, Facebook page, or if you don't have either of those, attach some photos.

Deposits and refunds

- A \$75 deposit must be paid within 48 hours of your acceptance email being sent.
- There will be NO REFUNDS of the \$75 deposit. If you cancel any time after the mapping process, become sick during the fair, if an outdoor vendor leaves early due to inclement weather—no exceptions.

Denman Island Craft Fair, Dec 3 & 4, 2022

Application for Non-Denman Islanders

Fill the form below to participate in the 2022 Denman Island Christmas Craft Fair.

Forms that are not completely filled will not be accepted.

Vendor Guidelines

How the process works

- The fair usually has 10 – 15 spaces for off-islanders.
- Artisans not from Denman are chosen by an independent selection team, based on two criteria:
 - Quality
 - Uniqueness: A craft that is special and different from Denman Island crafts in the same medium
- The results, along with a map showing your space and other details, will be emailed to you by the end of October.

What you can sell

Sale items must be hand-crafted and made locally. No demonstration tables or raffles. Your actual craft must be on sale at the fair. Gift certificates and advanced orders can be sold. Include their value in your total sales.

How to apply

- Click on **I want to apply** below.
- Provide a brief description, a website address, Facebook page, or if you don't have either of those, attach some photos.

Deposits and refunds

- A \$75 deposit must be paid within 48 hours of your acceptance email being sent.
- There will be NO REFUNDS of the \$75 deposit. If you cancel any time after the mapping process, become sick during the fair, if an outdoor vendor leaves early due to inclement weather—no exceptions.

Fees

- Indoor booth rental is 13% of your booth's total sales. Outdoor booth rental is 10% of your total sales. Your deposit will be deducted off your 13% total rental fee. Example: total booth sales = \$1,042 x 13% = \$135.46 minus \$75 Deposit = \$60.46 to be paid.
- If ALL sales at your booth add up to \$580 or less, the \$75 advance deposit counts as the total rental fee.
- Both halls will have a table where your hall coordinator will be receiving sales reports and the remaining rental fees starting at 4:00 on Sunday.
- These fees cover event coordination, hall rentals, heat, lights, labour, ads (Victoria to Campbell River), media articles and other publicity, posters, printing, maintaining a website and social media presence, mail, decorations, security, set-up, clean-up, shuttle vans, insurance and drivers, etc.

Booth space

- Booth rental is for adults only.
- Maximum booth size: 8 feet long x 4.5 feet deep (40 square feet). This includes chairs, stands, tables, shelves, backdrops, storage and standing room.
- State your exact booth length and requirements on the application. We need this information to make the floor plan, so your booth isn't crowded. Once the map is done it is very difficult to change. Don't include personal exit aisles in your measurement. We account for them on the map.
- Wall space and electrical outlets are limited. If you don't need a wall, please don't tick that line.
- We provide chairs, you provide a table and displays.

Set-up, take-down and staffing your booth

- Sell at the fair for two full days 10 to 4. Dismantle your display immediately after the fair ends (no sooner). Cover your display with a cloth if you sell out or have to leave due to illness.
- Set up before the fair opens. The venues are open for set-up Friday, 4–7 p.m. and Saturday, 8–10 a.m.
- No tacks, tape or nails can be put into wall surfaces.
- Booths, stands, chairs and storage boxes cannot jut into aisles or fire exit areas.
- There will be overnight security Friday and Saturday. Crafts can remain in place.

Vendor shopping and browsing

Sunday 9:15 am-10 am: doors will open to sellers only. Security ends at this time. We encourage you to be there. This is a time for crafters to browse & meet other sellers.

Questions?

Contact Craft Fair Coordinator Autumn White at dicraftfaircoordinator@gmail.com or 250-335-2418