

Edwardsville Arts & Crafts Fair

Crafter Frequently Asked Questions

Description of the show:

The Edwardsville Arts and Crafts Fair is an annual show sponsored by the Edwardsville Band Boosters to support the Edwardsville High School band program and occurs the second weekend in November. The show has 324 booths and approximately 4,000 – 5,000 visitors every year.

How do I apply for the show?

The application can be obtained from our website at www.edwardsvillebands.com. You'll need to:

1. Print and make copies of the completed application
2. Send the original completed application, payment for all fees, 2-3 clear photos of items you will be selling in your booth, and a self-addressed stamped envelope (for confirmation letters if email option is not selected).

All applications must be mailed to the PO Box on the application. DO NOT mail or drop applications off at the high school. Any applications sent to the high school will not be accepted.

Is it possible to rent space for a single day?

No. Per the contract all booth rentals are for two days.

Do all items sold in booth have to be handmade?

Yes. Per the application ALL items sold in your booth must be a minimum of 50% handmade by the crafter who is named on the application.

What are your guidelines for allowable craft items?

In order to maintain the nature and quality of our show and provide the best experience for our crafters and guests, the Edwardsville Band Boosters uses the following guidelines:

1. An item must be made "from scratch" (starting with basic materials) or you must have made a significant artistic or practical improvement to an existing item. An item is also allowable if it features your original creative work, for example – drawings and paintings or photographs.
2. An item must be crafted by you or someone in your immediate family. You should be able to describe how an item is made, if asked, even if you did not make it yourself, for example – a spouse manning the booth.
3. You may NOT sell items you have purchased from another source and are re-selling without having made significant crafting improvement or embellishment. We do not accept items manufactured and sold through consultants or representatives. No direct sales vendors.
4. You may not sell clothing or accessory items with a "Made In" or other manufacturing tag, unless you can clearly show your significant crafting improvement to the items.

What are your booth sizes?

Gym spaces are 9 feet wide by 8 feet deep

Hallway spaces are 12 feet wide by 4 feet deep

Commons spaces are 9 feet wide by 8 feet deep

Main Lobby spaces are 8 feet wide by 9 feet deep.

When is set up?

Friday night 8:00 PM – 10:00 PM

Saturday morning 6:30 AM – 8:30 AM

Sunday morning 8:30 AM – 10:00 AM

What are show hours? Can I begin packing my booth up early on Sunday afternoon?

Show hours are:

Saturday 9:00 a.m. – 4:00 p.m.

Sunday 10:00 a.m. – 4:00 p.m.

Tear down of booths is prohibited prior to 4:00 p.m. on Sunday. No vehicles are to be moved for loading until this time. Violation of this may result in removal from future shows. Customers are in the building until the show closes at 4:00 p.m. and for their safety we request your compliance.

Can I begin setting up before 8:00 PM on Friday night? Why is it so late?

No. The doors to the building remain locked until 8:00 PM to give our volunteers time to set up the areas. Many times, we do not have use of the facility until 5:00 PM due to sports practice and other events in the building. Tarps must be laid out on the gym floors to protect the surface, booth spaces marked, tables delivered, electric access set up for individual booths, and signage throughout the building hung. For these reasons we cannot provide early entry to the building. Crafter packets will not be passed out until 8:00 PM. Booths do not have to be set up on Friday night. The deadline for setting up your space is 8:30 AM on Saturday morning.

Is electricity available in all booth spaces? What is the cost?

No. Electricity is available to a limited number of booths. Both Gym A and Gym B spaces only provide electric to the exterior walls. No electrical connection is available to the interior rows. All hallway, Commons, and Main Lobby spaces have electricity available. The fee, per booth space, must be paid for with your application.

Do you rent tables and chairs?

6 or 8 foot tables can be rented for the full weekend at a cost of \$10. Each booth is provided with chairs at no cost. Initially you will be provided with 2 chairs, however, if more are needed you should visit the registration table and more can be provided.

Are there 'helpers' available to carry my items?

Student helpers are available during Friday night and Saturday morning set up to assist you with unloading your vehicle (students are not available to help set up your booth). They will also be available on Sunday, after the close of the show, to assist you with loading items back into your vehicle. Students will also be available during the duration of the show to take food orders from our concession and bake sale areas. They can also sit in your booth for bathroom breaks, but are not allowed to sell items.

Am I able to choose my booth space?

Returning crafters have until February 1st every year to retain their previous year booth space. After February 1st, any remaining spaces will open up to all new applications and are assigned based on application received date (postmark on envelope). We will make every effort to comply with space requests when possible. If you cannot work with space substitutions, please note on the application and we will contact you.

Are you promoters?

No, we are the Edwardsville Band Boosters and are a 100% volunteer organization.

What if I have to cancel?

The cancellation date to receive a full refund is noted on the application. Each situation is reviewed on a case by case basis after the deadline. Please note you must call or email us prior to Friday night set up if you are unable to attend in order to participate in future shows. A no call, no show means you are no longer eligible to participate in our show.

Where do we park? Can I park a trailer or RV?

Parking for crafters is along the North and East sides of the high school and in the Staff lot at the front of the high school closest to Rosewood Care Center. Trailers and RV's are allowed; however, we ask that if you require more than one space for your trailer to park your vehicle in the Staff Lot so that more crafters are able to park closer to the building.

What is the deadline to apply for the show and is there a waiting list?

Deadline to apply is October 31st. A waitlist is established once the show sells out. We will contact you if you have been placed on the waiting list. Applications will be returned after the show if we are unable to place you in a space.