

LENDALE CRAFT FAIR VENDOR INFORMATION

Contact: Monika Smith, membership@myglendale.ca

Location: 4500 25 Ave SW, Calgary, AB T3E 0M1. (Map below)

Number of tables available: 22

Registration close October 15, 2024

Full refunds available to this date

Glendale volunteers will be at the event to direct you.

SETUP

Setup will begin at 8:00 am, Saturday morning.

Please do not arrive any later than 8:45 am.

Ready to go at 9:45 am.

After you unload and set up, please move your vehicles to street parking on 25th Avenue SW or nearby streets in order to leave parking spots for shoppers! And thank you.

TAKE DOWN

Booth and table take down starts at 4:00 pm.

WHAT THE CRAFT FAIR PROVIDES

One table 30" x 72" and two chairs.

Your 'booth footprint' is approximately 8' x 8' deep.

If you do not use our table (you bring your own shelves or displays), please plan to fit within your designated space, without infringing on your neighbour's space, or shopper traffic flow.

Any high shelves placed perpendicular from your back wall may not extend more than 4' forward along the perimeter of your space so that you are not blocking sight lines or creating shopper congestion with the booths beside you.

Shelving etc must stand on their own; no wires, screws, nails, etc. to hold them in place
Let us know if you need access to power at your table. Please bring a long extension cord
and means to secure it to the floor.

If you want to be located beside another vendor, please advise, asap.

Closer to our event, we will send everyone's assigned table # (which will be labeled when
you arrive) so you can proceed directly there to start setting up.

IN ADDITION

Food concession will have coffee & snacks.

This gives you some options to purchase food through the day, if you wish. Otherwise, you are
welcome to bring a cooler of snacks to stash under your table (you will not have fridge or
microwave access, sorry).

Finally, if your situation has changed and you need to cancel, please let us know ASAP or by
October 15. Full refunds given.

You are responsible for your own cash/payment systems.

Any breakage of your goods is your responsibility.

We will have a feedback form available for your comments; we appreciate knowing how it
went and positive suggestions for future craft shows.

A pre-registration form for the 2025 Glendale Craft Show will also be available; you will be
fully reimbursed if your situation changes in future.

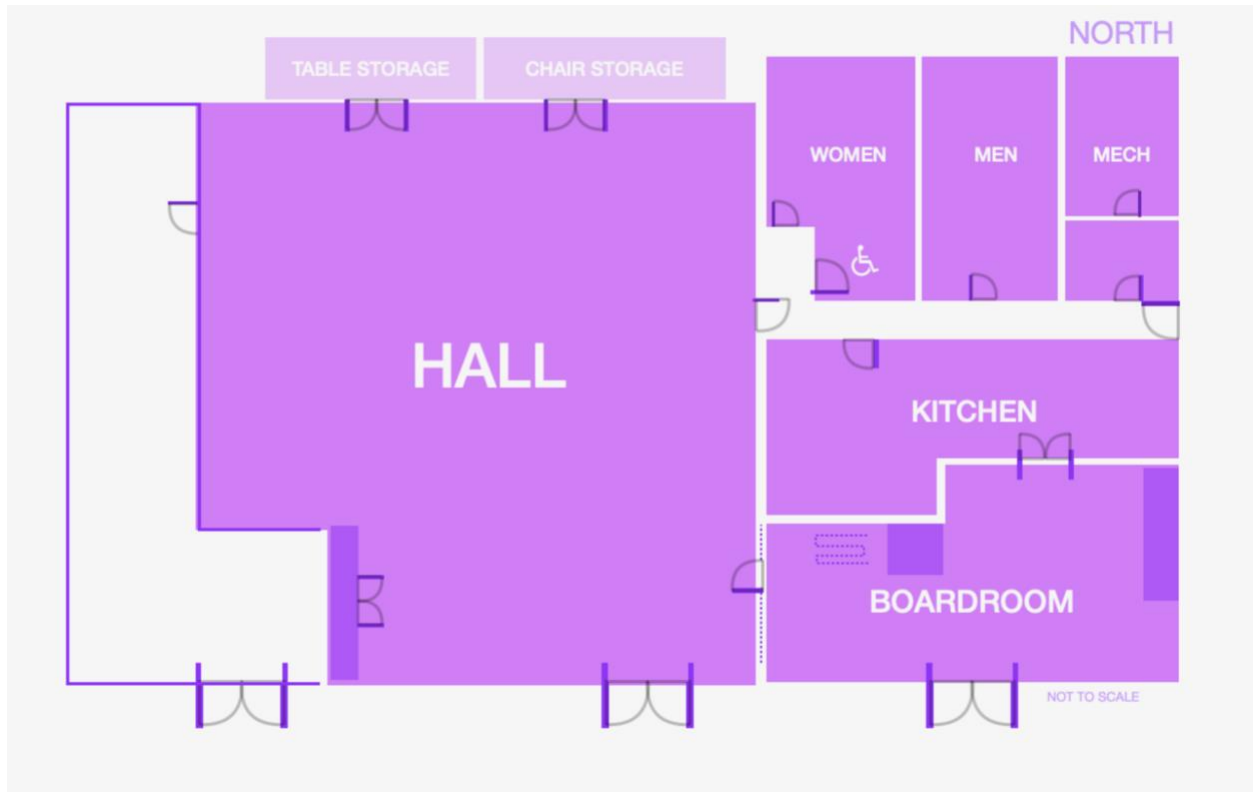


Location of Glendale Community Association





Hall



Doorways must be kept clear.

Main doors are on the south side of the building. Boardroom doors will not be open.



Glendale/Glendale Meadows
Community Association

Glendale Art and Craft Fair
Saturday, November 2, 10 am – 4 pm

Glendale/Glendale Meadows Community Association Hall Rules

No decorations, signs, etc., on the walls or floors; glitter, rice, sparkles, confetti or similar are NOT permitted. Bins for limited garbage are provided. Please clean up your area before you leave. We appreciate this.

*Wishing you a very successful sale and fun day at the
Glendale Art and Craft Fair!*

Monika Smith coordinator, Glendale Art and Craft Fair
membership@myglendale.ca