

# McCord PTM's 2019 ANNUAL ARTS & CRAFTS FESTIVAL

McCord Elementary School PTM 977 S. McCord Road Ponca City, OK 74604 TELEPHONE: (580) 716-0548  
E-MAIL: mccordPTMcraftfestival@gmail.com

Company Name: \_\_\_\_\_

Applicant's Name & Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone (include area code): \_\_\_\_\_

The McCord Arts & Crafts Festival features new handcrafted items. Please list the item(s) you wish to exhibit at the McCord Festival in the space provided below. Please include a photo example of your items to be exhibited.

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

Preference for location of your booth: \_\_\_\_\_

Returning vendors, please indicate last years booth placement to insure the same location, if space is still desired \_\_\_\_\_

( leaving this blank insist you are not concerned with the same placement)

## Booth Fees

\_\_\_\_\_ \$40.00 Large Booth (approx. 100 ft.)

\_\_\_\_\_ \$35.00 Hallway Building (approx. 75 ft.)

\_\_\_N/A\$30.00 Hallway Cafeteria (approx. 50+ ft.)

\_\_\_\_\_ \$5.00 Electrical Connection (110v) (Vendor must furnish 50 ft. heavy duty extension cord)

\_\_\_\_\_ \$5.00 8' Table Rental (all tables MUST be covered)

\_\_\_N/A-\$5.00 Early bird special, **ONLY if received before Jan.31st, 2019**

\_\_\_\_\_ TOTAL ENCLOSED

## Acceptance of Rules:

I/We, the applicant(s), have read and understand the terms and conditions of the Arts and Crafts Festival listed separately and agree to abide by the conditions. I understand that the event is held on McCord Elementary School property and all school, local and state laws apply. I further understand that booths must remain set up and staffed during all Festival hours.

Exhibitor's Signature \_\_\_\_\_ Date \_\_\_\_\_

Submit registration and fees to: McCord PTM

PTM Arts & Crafts Festival C/O PTM Festival Chair Person 977 S. McCord Road Ponca City, OK 74604 (For more information, please contact Valorie Fahs by phone (580) 716-0548 or via email above)

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Dear Arts and Crafts Exhibitor,

Make booth reservations now for McCord Elementary School's Annual Arts & Crafts Festival! The 2019 Festival will be held on Saturday, October 19th, from 9:00am to 4:00pm. Returning vendors from our 2018 Festival will be given an "Early-Bird Discount" if registration application and fees are received before January 31, 2019! So don't delay!

McCord PTM is happy to report that many of our exhibitors return year after year to enjoy the hospitality of McCord's Parents and Teachers and the great turnout we always have during the festival. We work hard to ensure that the annual event is a success for both McCord PTM and our exhibitors. We invite you to join us for another great Arts & Crafts Festival!

We emphasize that the McCord Show features a large variety of unique handcrafted products. The festival is heavily promoted in Ponca City and nearby communities via radio, newspaper, local business marquis, flyers and internet advertisement.

**BOOTHS ARE ASSIGNED IN A FIRST COME FIRST SERVE MANNER.**

Exhibitors will be assigned booth space (10x10, 8x12, or as required and available). Each exhibitor must provide their own electricity (if necessary) and tables are available for an extra charge. All booths must remain set up and staffed during the advertised Festival hours. Exhibitors will receive confirmation of booth rental and move-in/move-out information following acceptance of the PTM Arts & Crafts Festival 2019 Committee. NO refund will be available after September 1, 2019.

For additional information, please contact Valorie Fahs by phone (580) 716-0548 or via email mccordPTMcraftfestival@gmail.com.

Sincerely,

PTM Arts & Crafts Festival 2019 Committee