APPLICATION FOR THE WILLOWBROOK HIGH SCHOOL 2ND ANNUAL CRAFT FAIR

1250 S. Ardmore Avenue, Villa Park, IL

Saturday, October 21, 2017 from 9 a.m. to 4 p.m.

Willowbrook Parent Organization

All proceeds from this event will help the Willowbrook Parents Organization (WPO) fund scholarships for graduating Willowbrook seniors as well as assist with other educational and support needs.

Space must be specified below (i.e. corner, wall, etc.). If you would like a space next to another specific crafter, we will do our best to accommodate you, but cannot guarantee it will be possible.

- **INSIDE SPACE:** Is in the middle of the gym/field house, NO ELECTRIC!
- **WALL SPACE:** On the wall or bleacher side, limited electric
- **CORNER SPACE:** This space is any corner; creates 2 fronts.

ALL REQUESTS ARE ON A FIRST COME FIRST SERVE BASIS AND WILL DEPEND ON AVAILABILITY AT THE TIME THE APPLICATION IS RECEIVED.

- **Space size is approximately 10x10. Exhibitors keep all proceeds from their sales. Each space rental includes 2 chairs.**

PLEASE PRINT THE INFORMATION REQUESTED BELOW

Name:_____

Address:_____

City:_____ State:_____ Zip:_____

Phone:_____

# of spaces _____@ $40 Inside
# of spaces _____ @ $50 Wall
# of spaces _____ @ $60 Corner

# of 6' tables_____ @ $10/each

Electricity_____ @ $10.00

TOTAL AMOUNT ENCLOSED:$_____

E-mail address:_____ **Please print clearly.**

Please be advised that all booth rental fees include the cost of Willowbrook H.S. covering the floor.

If you attended in 2016, would you like the same booth? ___Yes ___No **PLEASE NOTE:** If you are a returning crafter who attended in 2016 and would like the same space as last year, your signed application and payment need to be received by May 1, 2017.

Craft Type:_____ **No items that resemble a weapon are allowed including marshmallow shooters and bows/arrows made from PVC pipe. Don't bring it!**

We will be collecting small items to raffle and are asking crafters for donations if possible. I will provide _____ _____for the raffle.

If you are an alumni or have some Willowbrook H.S. connection (i.e. parent), please indicate on this line _____

Applicant's release, assumption of risk and waiver of liability:

I agree to participate in the Willowbrook High School Parent Organization (WPO) Craft Show being held on October 21, 2017 and do hereby and unequivocally agree to forever indemnify and hold harmless to the maximum extent permitted by law, Willowbrook H.S., the Willowbrook Parents Organization, staff, administration, employees, booster members, WPO members, parents, volunteers or sponsors against loss, damage and liability for injury or death to persons, and loss of or damage to property, or theft that might occur to myself, my support staff, my merchandise or any booth space, arising out of, related to or otherwise in connection with crafter's activities or presence at the Willowbrook H.S. Craft Show being held on October 21, 2017. I have carefully read this application, agreement, the attached terms and conditions page, including this release, assumption of risk and indemnity paragraph; know the contents and sign this application and agreement voluntarily. **I agree to stay for the entire sale time of 9 a.m. to 4 p.m. BOOTHS MAY NOT CLOSE EARLY. Application is NOT complete without signature, date, and payment. Once all items are received, a confirmation email will be sent to you.** It is the responsibility of crafters selling food items to provide the necessary paperwork to the DuPage County Health Department.

Signature:_____ Date:_____, 2017

REFUNDS CAN ONLY BE ISSUED PRIOR TO THE DEADLINE DATE OF OCTOBER 1, 2017 AND PROVIDED A REPLACEMENT CRAFTER IS FOUND. NO REFUNDS WILL BE ISSUED AFTER OCTOBER 1, 2017 DUE TO TIME CONSTRAINTS WITH REPROCESSING AND REPLACEMENT.

Please make a copy of the application for your files before mailing with your booth rental fee. **Checks should be made payable to 'WPO'.**

Application and payment should be mailed to:

Willowbrook High School
1250 S. Ardmore Avenue
Villa Park, IL 60181
ATTENTION: WPO CRAFT FAIR

PLEASE NOTE: Willowbrook H.S. is NOT located in Willowbrook, IL, but is located in Villa Park, IL. The school is on Ardmore Avenue, just off of Roosevelt Road (1250 S. Ardmore, Villa Park) between Lombard and Elmhurst. Crafters will set-up the morning of Saturday, October 21, 2017. Further details will follow on this. Questions can be directed to Elaine Ebeling, WPO President at emeorganized@comcast.net or at 630-890-2524.

(OFFICE USE) Date Received_____ **Application #**_____ **Check #**_____

Total amount enclosed $_____ **Space # Assigned**_____

Rev. 12/8/16

TERMS AND CONDITIONS FOR THE WILLOWBROOK HIGH SCHOOL CRAFT FAIR TO BE HELD ON SATURDAY, OCTOBER 21, 2017

IN CONSIDERTION FOR ACCEPTANCE AS AN EXHIBITOR FOR SAID FAIR, THE EXHIBITOR HEREBY AGREES TO ABIDE BY THE FOLLOWING TERMS AND CONDITIONS:

1. Willowbrook High School/The Willowbrook Parents Organization (WPO)/Elaine Ebeling and each of their respective managers, agents, volunteers or employees shall not be responsible for any loss or injury to the exhibitor, its agents or employees for personal injury or any other injury from any causes whatever to the persons of the exhibitor's business or for damage to or theft of the exhibitor's goods or property, including but not limited to vehicles, exhibits, products, equipment and other personal property. The exhibitor agrees to hold Willowbrook High School/The Willowbrook Parents Organization/Elaine Ebeling and each of their respective managers, agents, volunteers and employees harmless from any liability arising out of his/her exhibiting at said show.

2. Willowbrook High School/Willowbrook Parents Organization (WPO)/Elaine Ebeling, all sponsors and facilities and each of their respective managers, agents or employees shall not be responsible for any failure of the exhibitor to obey Federal, State, or local laws or ordinances or for any loss or injury to the public caused by exhibitor, its agents, employees or grounds of the facility also known as Willowbrook High School. The exhibitor agrees to hold Willowbrook High School/The Willowbrook Parents Organization (WPO)/Elaine Ebeling and each of their respective managers, agents, volunteers and employees harmless from any such liability arising out of her/his exhibiting at said fair.

3. Willowbrook High School/Willowbrook Parents Organization (WPO)/Elaine Ebeling provides no insurance on the property of the exhibitor or against the acts or omissions of the exhibitor, its agents, or employees. All insurance for personal property and public liability must be carried by the exhibitor.

4. Spaces are rented on a first come first serve basis. Refunds can only be issued prior to the deadline date and only if space is resold or unless the fair is filled when the exhibitor's fee and application are received. If the Willowbrook High School Craft Fair should not be held for any reason, this agreement shall terminate and the exhibitor waives any claim for damages except return of rental fee. Rented space areas shall not be subleased, nor shall any person other than the accepted exhibitor occupy or exhibit at the rented space. All names shall appear on the application. Those operating otherwise shall be refused rental space at current and future shows.

5. Police and fire regulations must be observed. No parking in fire lanes. Vehicles may be ticketed and towed at owners' expense. If electrical connections are available, all electrical connections require a multi-outlet strip with circuit breaker and surge suppressor. Please bring an extension cord and power strip; we do not supply them.

6. Exhibitors will leave premises in a clean condition, removing all garbage/waste of any kind prior to leaving. Any damage to structure, property, or the premises arising out of acts or omissions of the exhibitor, its agents volunteers or employees shall be paid for in full by the exhibitor as determined by Willowbrook High School/The Willowbrook Parents Organization (WPO)/Elaine Ebeling and manager/s of Willowbrook High School.

7. Distribution of advertising materials on the premises is NOT permitted without prior approval of Willowbrook High School/The Willowbrook Parents Organization (WPO)/Elaine Ebeling. By signing/dating the application you agree to give promotional consent to Willowbrook H.S./The Willowbrook Parents Organization (WPO)/Elaine Ebeling to use your name and/or the name of your business on maps and other materials used for the purpose of increasing foot traffic before and during the fair.

8. Unload as quickly as possible. Do NOT block doorways. Move vehicles immediately to exhibitors parking area. Do NOT set up while unloading.

9. This agreement shall be governed by the laws of the State of Illinois. If any provision of this agreement is determined to be unenforceable, the remaining provisions shall remain in full force and effect.