

Oak Lawn Community High School PTSA  
HOLIDAY CRAFT SHOW & BUSINESS SHOWCASE  
*You are invited* to participate in our 2022 Craft Show & Community Event  
**Saturday, October 15, 2022 from 10:00 a.m. to 3:00 p.m.**

*OLCHS follows the IDPH guidance for schools with regards to social distancing and masks and we will update all those attending when IDPH updates its requirements.*

1. All items are to be **handcrafted or approved vendor products only**. Commercially manufactured products will be limited to vendors. We reserve the right to prohibit any display that is offensive or does not meet our criteria. Vendors need to check the appropriate box on the application. We will do our best to limit repetition of vendors (i.e., Only one Avon representative and one Scentsy representative) with the exception of LuLa Rue for which we allow two representatives.
2. **The fee** for each space is \$50.00. Space is approximately **8 ft. by 5 ft.** You can reserve more than one space. You will be charged \$50 for each space requested.
3. One 6' x 2.5' table plus two folding chairs are provided per space reserved. If you don't need a table, please indicate this on your application.
4. **A donation** for our raffle table is required. Proceeds from the raffle will benefit students of OLCHS. An item that would represent your craft would be appreciated. A student representative will come around to collect your donation. (Feel free to include your name or business card).
5. **The placement** of the exhibits will be at our discretion.
6. **There are three DOUBLE spots available to reserve in the Spartan Lobby.** Because of their prime location and bigger size, they will cost \$120. They will be reserved on a first come, first serve basis and will include two tables and four chairs.
7. The school and the PTSA will not be responsible for any loss or damage incurred at the event.
8. **Set up time for exhibitors will be 7:45 a.m.** Please do not arrive earlier than this time. There will be volunteer student help available for both loading AND unloading.
9. All crafters & vendors are required to park in the student parking lot WEST of Austin Avenue AFTER they unload their wares unless handicap parking is required. This allows maximum parking for shopping customers!
10. In case of cancellations, no entry fee will be refunded. **No exceptions.**
11. All crafters are expected to remain open **until closing time – 3 pm** and agree not to remove merchandise until after show hours.
12. Please complete the attached application and return it with your payment.

For further information, please call 708/424-5200 extension 5767 (please leave your name and phone number) or email [amf091566@gmail.com](mailto:amf091566@gmail.com) Make checks payable to **OLCHS PTSA**. Send the check and application to:

**Anne Fritz**  
**9535 S 49<sup>th</sup> Ave.**  
**Oak Lawn, IL 60453**

Oak Lawn Community High School PTSA  
HOLIDAY CRAFT SHOW & BUSINESS SHOWCASE  
Saturday, October 15, 2022 10 am – 3 pm

**APPLICATION**

Please fill out the following information and mail with proper fee.

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

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Description of items to be sold: \_\_\_\_\_

Please check here if you are a vendor (i.e. Avon, Scentsy, Mary Kay, LuLa Rue, etc):

Company name: \_\_\_\_\_ \*\*\*  
(We will allow one representative from each vendor – no duplicates. First come, first served)

Please indicate the NUMBER of spaces you are reserving: \_\_\_\_\_

One table plus two chairs per space is provided.

If you DON'T want us to provide a table, please check here:

Do you need electricity? Yes \_\_\_\_\_ No \_\_\_\_\_

# \_\_\_\_\_ spaces at \$50 each = \$ \_\_\_\_\_  
**AMOUNT DUE**

If a **DOUBLE** space is desired in the Spartan Lobby, please email [amf091566@gmail.com](mailto:amf091566@gmail.com) ASAP  
**BEFORE** sending an application and check.

Signature: \_\_\_\_\_

\*\*\*Examples of approved vendors: Tupperware, Avon, Mary Kay, Tastefully Simple, Scentsy etc.  
(Vendors must represent a company in a home-based business venture). LuLa Rue will be allowed two  
representatives.