

Assumption B.V.M. Parish

124 East Pulaski Street
P.O. Box 379
Pulaski, Wisconsin 54162-0379
Phone: (920) 822-3279 • Fax (920) 822-8030 • Website: www.abvm.org

February 23, 2023

Dear Artist/Crafter/Vendor,

****Please read carefully as there have been a few changes this year. Thank you!****

The Annual Assumption B.V.M. Parish Crafts & Vendors Fair, held in conjunction with the Pulaski Polka Days, will be on July 22nd & 23rd, 2023 in Pulaski, Wisconsin. This two day, ***Saturday & Sunday Crafts & Vendors Fair***, will be open from 9:00 a.m. to 3:00 p.m. We would like to provide an opportunity for people to enjoy browsing and buying your items. Once again, we are giving you the option of **Saturday only, or Saturday & Sunday**. **Sunday only options may be available on a limited basis, dependent on available booth sites.**

SPECIAL NOTE: As it was last year, due to the sale of property and retail development, we have limited space and very limited parking availability by your booths. Some past booth sites and parking **will no longer be available**, but we will do our best to assign new booth sites to participating Crafters/Vendors. Because of the **limited number** of spaces, those Crafters/Vendors needing more than one booth, please limit your booths to two (2). If you need more than 2, please write this on your application and once we have received all applications, we may be able to accommodate more than 2, however there is no guarantee on that. If we are able to accommodate your request for any additional booths, we will contact you, and an additional fee would be required at that time.

DATES OF SHOW: July 22nd & 23rd, 2023
LOCATION: 165 East Pulaski Street
Pulaski, Wisconsin 54162

HOURS: 9:00 a.m. to 3:00 p.m. Those wishing to stay open longer may do so.

SET-UP TIME: Saturday 6:00 a.m. to 8:30 a.m.
(Tents may be set up Friday from 4:00 pm – 7:00 pm ONLY! If you miss this early set up time, you MUST wait until Saturday morning.)

ENTRY PROCEDURES:

EARLY BIRD Fees: <i>Application and fee received by April 15, 2023</i> \$60 SATURDAY ONLY or \$65 SATURDAY & SUNDAY

LATE ENTRANCE Fees:
Applications Postmarked after April 15, 2023
\$70 Saturday ONLY or \$75 Saturday & Sunday

*****The fee is required with the application and is ONLY refundable if we are unable to assign you a space.*****

*****Make checks payable to ASSUMPTION B.V.M. PARISH*****

All applications must be Postmarked by April 30, 2023. Applications received after April 30th will be put on a waiting list.

We are offering a 12' x 12' outdoor space. Parking **will be limited** for the 2023 Fair. **(PLEASE stay within your given booth space – both front/back and side to side.) All booths MUST remain at a minimum of six (6) feet from the sidewalk. Once assigned a booth number – You may not move without Permission.**

We will not accept unfinished products such as raw wood cutouts.

There are a limited number of crafters/vendors we can accommodate, so please return your application soon. Remember to include:

- (1) Your 2023 Craft sale application form.
- (2) Your 2023 Craft sale permit, along with a copy of your Wisconsin Sellers/Vendors Permit.
- (3) A copy of your driver's license(if applicable).
- (4) Your fee.
- (5) Three (3) photos of your work. (If you would like your photos returned, please include a self-addressed, stamped envelope.)

****SPECIAL NOTE** All crafters/vendors must submit 3 current photos of the product you are bringing to sell or display, even if you have been here in the past. We need to update our records.**

No booths will be assigned without all of the above information included with your application.

If you have any questions, please feel free to call our office on **Tuesdays and Thursdays only** - between the hours of 10:00 am and 3:00 pm at 920-822-3279.

Sincerely,

Kathy Samson
ABVM 2023 Craft & Vendor Fair Event Coordinator

Call 920-822-3279 on Tuesdays and Thursday Only.
Email: kathy.samson@abvm.org