



### Forest Park Craft Fair Guidelines

We are very excited you have decided to join our Annual Forest Park Craft Fair! We want to be sure this is a fun, profitable and safe event for our vendors, volunteers and guests. Below are some simple guidelines to be sure everyone enjoys the day.

**Event Location:** Forest Park Club House  
5200 Forest Park Drive  
No Fort Myers, FL 33917

- All products must be handcrafted by the craft person. Buy and Sell is not acceptable for this event.
- All Displays and Products must be contained within your assigned space.
- Door and Walkways can not be blocked.
- Tables and Chairs are provided at no extra charge by FPCC (Forest Park Craft Club)
- **Space Fee is \$10.00 Per Space**
- Set Up Times for Event: \_\_\_\_\_
- \_\_\_\_\_
- Set up and Clean up are your responsibility.
- No break down of products or display until scheduled.
- Bring your own change. We can not provide change at the event. (Free Wifi is available for Electronic Payments)
- A Raffle Drawing will be held the day of the fair. We would greatly appreciate an item donated from your craft table. All proceeds from the Raffle Drawing are donated to a designated FPCC Charity.
- Collecting Florida Sales Tax and Reporting to the Florida Revenue Commission is the responsibility of each vendor or crafter.
- Please be courteous to your fellow vendors and guests.
- Have fun, make new friends and SELL, SELL, SELL

Should you have any questions or concerns, please reach out to the Fair Coordinator:

FPCC Coordinator: Dawn Gale Telephone: 1-239-849-0186



### Forest Park Craft Fair Registration Form

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Full payment must be received No Later Than: October 1st, 2022

Please make checks payable to: FOREST PARK CRAFT CLUB

Mail payment to: Dawn Gale 559 Peace Lake N Fort Myers, FL 33917

Please enclose your full payment, by the date above.

\_\_\_\_\_

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

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Product Description: \_\_\_\_\_

\_\_\_\_\_

Item Donation: Yes \_\_\_ No \_\_\_

Total Spaces Requested: # \_\_\_\_\_

Space Cost \$ \_\_\_\_\_ each X \_\_\_\_\_ (#spaces requested) = Total Due \$ \_\_\_\_\_

Are you a returning vendor and would like to request the same space? Yes \_\_\_ N/A \_\_\_

**Please Note: We cannot guarantee this placement, but will make every effort to accommodate**

I will require: Electricity \_\_\_\_\_ Wall \_\_\_\_\_ (If a high display) Other: \_\_\_\_\_

**Please Note: We cannot guarantee this placement, but will make every effort to accommodate**

I release and forever discharge Forest Park N Fort Myers FL and the members of the Forest Park Craft Club, volunteers and duly appointed representatives and employees from any responsibility, personal liability, sales tax, loss or damages arising out of or in connection with the Forest Park Craft Fair.

Vendors

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

Please mail signed form along with check or money order payable to Forest Park Craft Club to reserve your spot!