

DEALER APPLICATION
The Sycamore Autumn Craft & Treasures Market
(Formerly known as the Sycamore High School Antique, Collectables & Craft Show)
Sycamore High School
Show Dates: October 25 & 26 2008

Please read the Guidelines before completing this application. Type or print clearly and submit application in its entire form.

Dealers Name: _____

Business Name: _____

Mailing Address: _____

Email Address: _____ Phone Number: _____

Of Years in Show: _____ Electric needed: _____

What do you Exhibit? _____

NEW DEALERS ONLY: Please submit four different photos depicting merchandise to be exhibited. All photos must be labeled with your name and description of items. If you wish your photos to be returned, make sure a SASE is enclosed with sufficient postage, otherwise photos will be kept on file for future shows.

Booth Rental Fee: \$125.00 per booth (nonrefundable if booked) If electricity is needed please include a separate check for \$10.00 for each booth. Make checks payable to **Sycamore Music Boosters**. Mail to Sycamore Music Boosters P.O. Box 432, Sycamore, IL 60178

Enclose a letter size self addressed stamped envelope with application and payment. Failure to enclose an envelope will result in the delay of your application.

Application Deadline: August 1, 2008. If your application is not received by this date you may not be able to participate in this years show. This is a juried show and reservations are made through this application process only. Notifications will be made by September 1, 2008.

If you have further questions please contact, Christine Lalowski at brknaro6@aol.com or call 815-895-9752.

Sycamore Music Boosters
The Sycamore Autumn Craft & Treasures Market
Information and Guidelines

Doors open to Dealers: Friday, October 24- 4:00 PM to 9:00 pm (set up only)
Saturday, October 25 – 6:30AM to 5:30 PM
Sunday, October 26, 7:00 AM to 7:30 PM (5-7:30 Dismantle)

Doors Open to Public: Saturday & Sunday 9:00 AM to 5:00 PM
Admission Fee: Adults \$2.00 Students & Seniors \$1.00
Children under 5 free

All booths are inside the Sycamore High School Field House, and are 10'x12' in size. All booths needing electrical are located along the exterior walls. All returning dealers that had electricity in the past will be given booths with electricity first, all new requests for electricity will be juried.

Along with your application, you must send a self addressed stamped envelope so that we may send your confirmation letter. Failure to include this may result in the delay of processing your application.

For the benefit of both dealers and patrons, the guidelines below must be followed. Failure to comply WILL result in the loss of your booth.

1. Dealers must check in at the dock door assigned to them with thier confirmation notice. Do not arrive before 4:00 PM. School is in session and parking is not available. Please read the parking flyer when you check in, these rules will be enforced.
2. Student volunteers will be available to help dealers move in Friday. Do not expect students to handle heavy items. Please fell free to compensate these volunteers. It is up to your discretion as to how much. Compensation may encourage more of them to return on Sunday night to assist you. We can not guarantee how many students we will have to volunteer. Please also note that there are NO volunteers available on Saturday morning.
3. Your booth must be in accordance with local, county, and state laws and inspections. The Fire Inspector **WILL** come through on Saturday morning before the doors open.
4. Sycamore City sales tax is 7%. This is each dealer's responsibility to handle the sales tax issue accordingly.
5. Booth rental fee for both days is **\$125.00** (non-refundable if booked) and an additional \$10.00 for electricity per booth. If you are not on the floor by 7:30 AM Saturday morning we reserve the right to rent your booth to someone else.
6. Product must be displayed decoratively on racks or counters or on top of skirted tables with all extra product kept underneath the tables.

7. A booth rental to an individual may not be sold or sublet to another. All merchandise **MUST** be the same as indicated on your application or we will ask you to dismantle and leave the show. All dealers also **MUST** have merchandise to sell at their booth. Orders may be taken for special items or products you sell out of.
8. An adult must man your booth at all times. **PLEASE DO NOT ASK VOLUNTEERS TO WORK IN YOUR BOOTH.**
9. You must provide your own change.
10. **Smoking and Alcohol is prohibited anywhere on school property.**
11. Cooking/coffee pots, open flame or the playing of musical instruments is not allowed in the field house.
12. **DEALERS CAN NOT DISMANTLE THEIR BOOTHS BEFORE 5:00 PM ON SUNDAY.** All items should be cleared out of the building by 7:30 PM.
13. **NEITHER SYCAMORE MUSIC BOOSTERS OR THE SYCAMORE HIGH ARE LIABLE FOR YOU PROPERTY BEFORE, DURING OR AFTER THE SHOW. THE BUILDING IS CLEARED OF PATRONS AND DEALERS AND LOCKED DURING THE NIGHT.**

If you have any questions contact Christine Lalowski at 815-895-9752 or email brknaro6@aol.com

We are looking forward to a great show this year!!
Sycamore Music Boosters

Local lodging information:	American Best	1-815-899-6500
	Country Inn & Suites	1-800-456-4000
	Holiday Inn Express	1-815-748-7400
	Comfort Inn	1-815-895-4979