

Dear Vendors,

I would like to invite you to participate in Sioux Falls Lutheran Schools 3rd Annual Vendor Craft Fair at Sioux Falls Lutheran School, 308 W 37th St, Sioux Falls, SD 57104.

WHEN: March 31st, 2012

WHERE: Sioux Falls Lutheran School

TIME: Friday, March 30th SET UP: 6:00 pm – 9:00 pm
Saturday, March 31st FAIR OPEN: 9:00 am – 2:00 pm

FEE: \$75 for 10ft x 8 ft floor space. \$25 for Electric setup. We will provide a 8 ft. table and two chairs, you may bring your own extra tables to fit in the 10ft. x 8 ft space. If you have an electric setup you must provide your own extension cord.

Your cancelled check will be your confirmation unless you provide a self-addressed stamped envelope or your e-mail address with your application. If you cancel after reserving a booth, you will receive a refund only if we are able to rent the space to another vendor. **We will only allow one vendor from the same company to rent a booth. We will also try to limit similar crafts or vendors so it is important for you to describe what your business or craft is.**

FORMS: Please fill out the attached application form and return with fees to:

**Sioux Falls Lutheran School Attn: Shanna Neubauer
308 W 37th St
Sioux Falls, SD 57104**

Please write one check for the full amount to the Sioux Falls Lutheran School PTF

SALES TAX: Sales tax of 6% must be collected on all sales and is vendor responsibility.

DEADLINE: **March 12th**. We will be filling booth spaces on a first come, first serve basis so the earlier you return your registration the more likely you will be able to get a booth at the craft fair.

FOOD: No open food booths—A food vendor will be available for your convenience provided by Sioux Falls Lutheran 6th, 7th and 8th grade class.

New This Year: Kids Area with a Drop and Shop for parents. Lots of activities for kids. Signs available to put in your yard, business, church, etc. for advertising. (Pick up at school) I will email a poster for you to send to customers.

Thank you,

Shanna Neubauer and Jennifer Hintz, PTF President's