



CITY OF KETTERING

PARKS, RECREATION AND CULTURAL ARTS DEPARTMENT

2019 Holiday Arts and Crafts Show Application

I wish to take part in the City of Kettering Parks, Recreation and Cultural Arts Department's Holiday Arts and Crafts Show on Saturday, November 9, 2019, from 9:00 a.m. – 4:00 p.m. at the Kettering Recreation Complex and the Lathrem Senior Center, 2900 Glengarry Drive. Exhibitors who participated in the 2018 Show must have their applications in by August 9, 2019 to be guaranteed a space. Proof of residency will be required.

Name _____

Street _____

City _____ State _____ Zip Code _____

Phone _____ E-mail _____

Type of Arts and Crafts (please, no "direct sales", non-craft items) _____

Were you in the 2018 Show? Yes ___ No ___ Do you prefer the same space? Yes ___ No ___

We will try to accommodate any special booth requests (ie: against a wall, electrical needs, etc.)

How many booth spaces are needed? _____ (approx. 8 feet by 8 feet each)

All participants are encouraged to bring their own tables and chairs since a limited number are available at the Kettering Recreation Complex. **Six-foot tables (limit one per space) are available to rent at \$5 on a first-come, first-serve basis. Tables are 6 feet in length but vary in width. Please include rental fee in your total payment.** You must return tables to the storage carts at the end of the event. Indicate here if you need a table: _____

Fee: \$45 per space for a Kettering resident; \$55 per space for a non-resident; \$5 per table

Make checks payable to the City of Kettering. Applications should be mailed to:

Charles I. Lathrem Senior Center
Attention: Brittany Kilburn
2900 Glengarry Drive
Kettering, OH 45420

Credit Card Information:

Type (Visa, MasterCard, or Discover): _____ **Expiration Date** _____

Number: _____ **Security Code (3 digits)** _____

Payment Amount: _____

If you are not able to participate, your booth space money will be refunded, minus a 30% processing fee, if canceled before November 2, 2019. If you need to cancel after that date, your application fee will not be refunded.

The City of Kettering Parks, Recreation and Cultural Arts Department will not be responsible for any injury, theft, loss by fire, acts of nature or legal action that may occur to exhibitors, their merchandise or their property while said premises are being occupied. Under this agreement, I, the undersigned, understand and agree to the above and realize this is a legally binding contract.

Signature

Date