

## Pathway Community Church

# Holiday Craft Fair Contract

**Event Date: Saturday, November 14, 2026**

If you wish to participate in our 2026 Craft Fair, please:

1. Complete the contract. Include your signature at the bottom of the contract agreeing to the terms and conditions. Email to: [joyceyee2016@gmail.com](mailto:joyceyee2016@gmail.com).
2. Venmo: \$30.00 refundable deposit to hold your spot. Once the Fair is completed, you will be refunded. No shows = no refund. Once your Contract is received, we will contact you with the Venmo information.
3. Email photographs of your craft(s), or website address containing pictures of your crafts to be used in promotional materials. Submit by July 1, 2026 to [joyceyee2016@gmail.com](mailto:joyceyee2016@gmail.com).

### **All Crafters Are Required To:**

1. Donate one item for the Raffle.  
\* Pre-wrapped, suggested value \$10; Leave at the check-in table.
2. Donate 10% (or more) of the day's sales to support the Missions Team.
3. Fill out the Evaluation Form. Deposit will be reimbursed upon receipt of Form.

Application approval is dependent upon the type of craft you make. We limit the number of similar crafts for the benefit of both the crafters and shoppers.

All communications will be sent electronically.

Retain a copy of the contract for your records. In order to be accepted, your contract must be completed and signed.

Please be advised that registrations are accepted on a first-come, first-served basis and are numbered as they are received. We will make every effort to accommodate specific requests. Final deadline to submit your contract, if space is still available, is September 15, 2026.

All inquiries about the Craft Fair should be sent to:

Joyce Yee, Craft Fair Coordinator

[joyceyee2016@gmail.com](mailto:joyceyee2016@gmail.com)

# Holiday Craft Fair Contract

## TERMS & CONDITIONS

1. All approved registrations will be numbered as received.
2. Crafters are responsible for any damage to the booth area. Leave the space clean and orderly upon departure. Use of nails, staples, pins, tacks or tape of any kind is not allowed on the tables or walls.
3. Crafters agree to release Pathway Community Church from any loss due to fire, theft, breakage or other cause, and all liability for injury during the show.
4. It is the responsibility of each crafter to monitor their merchandise or cover their table/area if they choose to leave their booth. Merchandise left is at your own risk.
5. Tables are assigned and electricity provided on a first-come, first-served basis. We will attempt to accommodate specific requests; however, we cannot make guarantees.
6. Due to fire regulations, items cannot be placed in the aisles in front of the tables and all backdrops and screens must conform to your allotted space. All open flames (candles, potpourri warmers, etc.) are prohibited.
7. All crafters are obligated to stay through the close of the Craft Fair. No crafter may break down their booth before 4:00 p.m. on Saturday, November 14.
8. All crafters will park at least one block away to allow for customer parking. Crafters may park in front for unloading / unloading purposes.
9. All crafters will donate a portion of the day's proceeds (min. 10% of sales) to support the Missions Team.
10. All approved registration payments are **refundable**. Venmo deposit will be returned to the crafter at the close of the event. If you do not show up, your deposit will be donated to the Missions Team.

## Pathway Community Church

# Holiday Craft Fair Contract

Date: Saturday, November 14, 2026

Address: Pathway Community Church, 1055 Serpentine Lane, Pleasanton, CA 94566

Set Up: Friday or Saturday (see below)

Shop is Open: Saturday, 11/14, 10am - 4pm; Break Down: 4 - 5pm

<b>NAME:</b>	
<b>BUSINESS NAME:</b>	
<b>ADDRESS:</b>	
<b>CELL:</b>	<b>@insta:</b>
<b>EMAIL:</b>	<b>facebook:</b>
	<b>@venmo:</b>
<b>WEBSITE:</b>	

### Description of Your Crafts:

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### Description of Craft Donation for the Raffle Drawing, value \$10:

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### Select your set-up time:

- Friday, 11/13, 11am - 1pm (day before event)       Saturday, 11/14, 8am - 10am
- I will bring my own table (6 ft. or 8 ft. table)       I need a table

**Deposit** holds your booth space (1 table and 2 chairs): **\$30.00**

**Preferred Payment:**  **Venmo**     **Check #** *office use*

Checks / Venmo will be returned at the close of the event. If you do not show up, your deposit will be donated to the Youth Missions Team.

***I agree to honor the terms and conditions of the Pathway Community Church Craft Fair:***

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

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

**E-Mail Completed Contract to:** [joyceyee2016@gmail.com](mailto:joyceyee2016@gmail.com)

We will contact you shortly to confirm receipt and provide deposit information.