



RIDGELY
MIDDLE
SCHOOL PTA

www.ridgelymiddlepta.com | ridgelymiddlepta@gmail.com

Dear Crafter,

Planning is underway for the 39th Annual Ridgely Middle School PTA Craft Fair and Silent Auction! This year, the fair will be held on Saturday, November 14, 2020 from 10am to 2pm **OUTDOORS**. The rain date is Sunday, Nov 15. With the current ongoing Pandemic, it is impossible for us to hold an indoor event. We do understand that holding the fair outdoors presents challenges. We hope you will consider working with us to overcome them. We believe that this annual event will bring community together in a safe way and provide even more sales opportunities for you. There will be safety requirements in place, and we will notify you of any changes prior to the event. All vendors must wear a face covering and complete the COVID waiver attached the day of the event. New this year, we are also offering our vendors to be a part of our **RMS Craft Fair Online Store**. We know this will provide vendors with more sales opportunities and provide those unable to attend in person the chance to purchase your handcrafted works.

In addition, we ask that you make every effort to have “grab and go” items for sale. Do not sell open food products and beverages. Avoid close interactions, samples, trying on clothes, etc. Customers will feel much safer viewing items from several feet away and purchasing in a touchless manner.

New Vendors: In order to maintain the integrity of the homemade craft, we are requiring photos (of examples) of the items you will have in your booth. Email pics to ridgelymiddlepta@gmail.com with your contact information. You will receive a message back via email of your eligibility.

**Vendor Cost: \$75 per 10’x10’ space +
a space in the **RMS Craft Fair Online Store**.**

THIS YEAR, you also have the option to be added to the RMS Craft Fair Online Store. Send pics of your items for sale by Nov 1st and you will get a vendor space online as well. *The RMS Craft Fair Store* will be open until Dec 31, 2020. The PTA will advertise the “store”, you, the vendor will handle your payments, shipping, pickups or deliveries.

**If you would like the opportunity to participate, register at
<https://ridgelymiddlepta.new.memberhub.store/store>**

Credit card payment through Memberhub is the only way we are accepting payment this year. Payment, Contract, and Waivers are required in advance to participate.

Confirmation notices will be sent to vendors by email. Our returning vendors are very important to us. We cannot offer specialty placement this year. However, each returning vendor station will be marked with a special sign to show your commitment to our event.

Please be sure to indicate clearly on your contract if your contact information has changed. If you know of other crafters that may be interested in participating, feel free to share this with them.

Hope to see you in November! Dress in layers!

Sincerely,
The Ridgely Middle School 2020 PTA
ridgelymiddlepta@gmail.com

Simone Volikas, Fundraising Coordinator
443-382-5207
strintis@hotmail.com

Kim Beard, RMS PTA President
443-791-2590
kimbeardreuse@gmail.com



We are so excited to offer our vendors the option to advertise in the ***RMS Craft Fair Online Store.***

****once approved as a vendor, send pictures, descriptions & prices of your work to be posted on a public website from Nov 14-Dec 31,2020.*** *terms will be provided to participants.

ridgelymiddlepta@gmail.com

Vendor Registration Contract for the 39th Annual
Ridgely Middle School PTA Craft Fair
Saturday, November 14, 2019 from 10am-2pm

*Rain Date: Sunday November 15, 2020

Spaces are 10' X 10' at \$75 per space. Outdoor only. Payment accepted online at:

<https://ridgelymiddlepta.new.memberhub.store/store>

Note that electricity & Wifi are **not available**, and tables and chairs are not provided. If you plan on accepting credit cards or online payments you should consider bringing a hotspot, accepting funds through a cash app payments or checks.

Please **FILL** all spaces on this form. Please include a current email address and phone number.

NAME: _____

BUSINESS NAME: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

Email Address: _____ Phone Number _____

I acknowledge that I must pay taxes on income made at this event or through the online store per IRS and Maryland laws. Please initial: _____

Description of craft items:

Crafters may offer no less than **80% handmade items. Commercial items or direct selling items are not permitted.**

Years participating at RMS Craft Show (for promotional reasons):

_____ First Year (Welcome)

I am a returning vendor from last year _____. This is my _____ year.

Number of Spaces at \$75 _____ spaces = \$_____

Total: _____

Completed contracts and waivers should be emailed to:

RidgelyMiddlePTA@gmail.com

*Rain Date: This term will be determined by the RMS PTA, Inc. by 5am the morning of the event. Extreme cold temp, high winds, or other acts of nature may constitute a delay or cancellation.

Terms and Conditions

- Date: Saturday November 14, 2020 from 10am – **2pm** (rain date Nov 15)

- The event is entirely outside. No access to the building (spot-a pots only)
- Cost \$75 per 10'x10' space (includes online store option)
- Includes *RMS Craft Fair Online Store* space until Dec. 31, 2020
- You can be a vendor in the *RMS Craft Fair Online Store* only OR an event vendor only if you choose.
- **Tables and chairs are not provided.**
- **NO ELECTRICITY available -please initial _____**
- **NO WIFI available -please initial _____**
- **You can bring a canopy if it is 10'x10 or smaller and it is sufficiently weighted. The parking lot is cement, so you will need sandbags or water weights. Canopies present a hazard and will be asked to be taken down if not secured.**
- Double-spaces are limited. We will do our best to accommodate requests but cannot guarantee them.
- Payment is accepted only at: <https://ridgelymiddlepta.new.memberhub.store/store>. A \$50 insufficient funds fee will be applied for any returned payments.
- **This is a craft show.** Crafters may offer no less than **80% handmade items**. Commercial items or mass-produced items are not permitted. NO DIRECT SELLERS- Example. Avon, Silpada, Pampered Chef, Thirty-One et al. RMS PTA reserves the right to remove any vendor not in compliance with this rule.
- If we have too many participants with the same craft, we reserve the right to limit the number of that type of craft.
- **All vendors (vendors, artist, helpers, volunteers) are required to complete the COVID self-assessment waiver and submit it the morning of the event.**
- By order of Baltimore County Public Schools, smoking of all types is prohibited on school property.
- Set up times will be assigned to ensure the safety of all. You will be notified of your set up time.
- Cars must be moved from the lot after your set up time.
- *** Sorry, we will NOT have our wonderful student volunteers to help unload/load this year.**
- Check in and unload at the Charmuth Parking lot.
 - *PLEASE DO NOT BLOCK THE ROADS! * DO NOT BLOCK THE BUS LOOP!

Parking:

ABSOLUTELY NO PARKING IN THE FIRE LANES! YOU WILL BE TOWED. Park on the streets to allow our shoppers easy access to the show. No driving on sidewalks or grassy areas of the school grounds.

Tear down:

- **No cars will be allowed on the parking lot until 2:30pm.** Please stay set up until 2PM. Many years, there are late shoppers due to children's morning sports events. We want you to be available for them.
- Tear down should start at 2pm and be completed by 4pm.

Cancellation:

- *If this event is cancelled by RMS PTA, and you have NOT chosen to take part in the RMS Craft Fair Online Store, this agreement shall become null and void and of no effect. All sums paid to RMS PTA, Inc by the exhibitor shall be refunded via the Memberhub page. All other issues shall be subject to the decision of the RMS PTA, Inc and shall bind the exhibitor.*
- *Should you or someone you have been in contact with become ill, please do not attend the craft fair. This would conflict with the COVID waiver you are required to sign. The PTA will issue you a full refund if you cannot attend and have NOT chosen to take part in the RMS Craft Fair Online Store. Any questions can be email us at ridgelymiddlepta@gmail.com.*

I understand all terms and conditions: Signature _____

*Please bring the following Self-Assessment Waiver with to you the morning of the craft fair. We will have extra. Completion of this waiver is required for attendance. If you are ill or chose not to complete the form,

kindly leave the event, your work will be advertised on the *RMS Craft Fair Online Store* or you will be issued a full refund of your registration fee, if you chose not to participate in the *RMS Craft Fair Online Store*.

RMS PTA 2020 Craft Fair

VENDOR COVID WAIVER

COVID 19 Self-Assessment Questionnaire

The safety of our participants and vendors are of the utmost importance to us. We ask that you all review the items below. Please stay at home and consider seeking medical advice should you have any affirmative responses to this questionnaire.

If you are not feeling well, please do not set up. We will issue you a full refund of your registration fee.

Do you have, or have you recently had, any of the following?

- o Fever Yes No
- o Coughing Yes No
- o Shortness of breath or difficulty breathing Yes No
- o Chills or repeated shaking with chills Yes No
- o Muscle pain Yes No
- o Headache Yes No
- o Sore throat Yes No
- o New loss of taste or smell Yes No

Have you been recently exposed to anyone known, or suspected to have, COVID-19?

Yes No

General Guidance for all vendors:

- Please maintain social distancing
- Exercise personal hygiene include hand sanitizing and mask use

Print your name here: _____

Signature: _____

Date: _____