



RIDGELY  
MIDDLE  
SCHOOL PTA

www.ridgelymiddlepta.com | ridgelymiddlepta@gmail.com

Dear Crafter,

Planning is underway for the **40th** Annual Ridgely Middle School PTA Craft Fair and Silent Auction! This year, the fair will be held on Saturday, November 13, 2021 from 10am – 2pm.

This year the Craft Fair WILL BE OUTSIDE. We cannot guarantee specific spaces.

**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' area outdoors.**

**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. There is a small transaction fee to use Memberhub. The rain date is Sunday November 14, 2021.

After November 1, 2021 there will be no refunds issued to vendors, however if you are unable to attend, we will hold a credit for you table for the 2022 Craft Fair.

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!**

Sincerely,

The Ridgely Middle School 2021-2022 PTA

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

**Vendor Contact:**

**Kim Beard**, Ridgely Middle School PTA Craft Fair  
443-791-2590

**Andrea Weir**, Ridgely Middle School PTA President  
[ridgelymiddlepta@gmail.com](mailto:ridgelymiddlepta@gmail.com)

Vendor Registration Contract for the 40th Annual  
Ridgely Middle School PTA Craft Fair  
Saturday, November 13, 2021 10am-2pm

Spaces are \$75 per space. 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.**

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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 13, 2021 at 10am – 2pm
- Cost \$75 per 10'x10' outdoor space.
- **Tables and chairs are not provided.**
- **NO ELECTRICITY available -please initial \_\_\_\_\_**
- **NO WIFI available -please initial \_\_\_\_\_**
- 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.
- 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.
- 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:

- **Break Down/Tear down times will be determined and communicated as soon as possible.**

### Cancellation:

- *If this event is cancelled by RMS PTA, this agreement shall become null and void and of no effect. Table fees paid to RMS PTA, Inc by the exhibitor shall be refunded via the Memberhub page through November 1, 2021. No refunds will be issued after November 1, 2021. If you are unable to attend, we will hold a credit for you table for the 2022 Craft Fair.*
- *Fees issued via Memberhub for payment processing will not be refunded. All other issues shall be subject to the decision of the RMS PTA, Inc and shall bind the exhibitor.*

**I understand all terms and conditions: Signature \_\_\_\_\_**