



# ART & CRAFT FAIR

November 1, 2025 9:00 a.m. – 3:00 p.m.

Artist Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Home Phone: \_\_\_\_\_

State: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Zip: \_\_\_\_\_ Email: \_\_\_\_\_

**Space Reservation:** Early registration will ensure your place at the Art & Craft Fair. **2 Booths Max**

**Booth: 8x10**  
10' L x 8' W  
**\$50.00**

**Hallway:**  
2 Tables/ 2 Chairs  
**\$35.00**

Booth Size needed (circle one)	Booth or Hallway	
Do you want <u>ONE</u> 8ft Table? (Booth Space)	YES	NO
Do you want ONE or TWO chair(s)? (circle)	YES	NO
Do you want an electrical outlet? ( <b>\$5.00 cost</b> )	YES	NO

Describe Your Art or Craft: \_\_\_\_\_

Any other additional info I need to know about your requested space (re: corner spot, etc...)? \_\_\_\_\_

## CONDITIONS OF REGISTRATION:

- Artist must sign, date and return the enclosed REGISTRATION form with payment.
- ***We are a Church/School, please sell/display only appropriate items (non-offensive). Example: No toy guns, etc.***
- Only artists exhibiting their own original, hand-crafted works of art are allowed to participate in the fair.
- If you need to cancel your registration, you must notify Trina Paske (608.244.3045) four weeks before date of Fair to receive a refund. Note: No refunds will be given because of adverse weather conditions.
- ***Eastside will have volunteers to help with unloading and loading.***
- Eastside assumes no responsibility for lost, stolen or damage goods or exhibits.
- Artists are responsible by law to pay applicable state and federal taxes on work sold.

***Make check payable to:  
EASTSIDE LUTHERAN SCHOOL***

Mail registration form & payment to:  
**School Secretary - Trina Paske**  
**2310 Independence Lane**  
**Madison, WI 53704**

Please direct all questions and concerns to: **Trina Paske**  
**email:** eastside.lutheran.craftfair@gmail.com  
**phone:** 608.244.3045

I agree to all the conditions listed above:

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

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



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## FAIR DAY SET UP:

Here are a few items to guarantee a safe set-up and take down.

### **LOCATION OF: EASTSIDE LUTHERAN CHURCH & SCHOOL**

2310 Independence Lane Madison, WI 53704

(Note: We are located off of East Washington, across from East Towne Mall, by McDonalds)

### **LOADING AND UNLOADING: *Eastside will have volunteers to help with unloading and loading.***

**IMPORTANT:** Vehicles may be brought up to the front door of Eastside Lutheran School for set up and tear down hours only. When you have completed unloading and loading - Please be courteous and MOVE your vehicle on the street behind the softball/soccer field.

### **PARKING:**

Parking for vendors is available on the street behind the softball/soccer field.

### **SET-UP:**

Set up is available **\*AND ENCOURAGED\*** on Friday, October 31, 2025 from 3:30 p.m. – 7:00 p.m.

Saturday, November 1, 2025 set up from 7:00 a.m. – 8:00 a.m.

Vendors are expected to provide labor and necessary materials to set up their own booth space.

***Looking forward to a great event.***

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