

The 26th Annual

ARTS & CRAFTS SHOWCASE

A Juried Fine Arts & Crafts Show

Saturday, October 15, 2011

9:00AM – 3:00PM



Lake Braddock Secondary School

9200 Burke Lake Road

Burke, VA 22015

Over 100 Artists displaying their work

Sponsored by LBSS PTSA

www.lbssptsa.org

Admission fee to benefit the students of LBSS

26th ANNUAL LAKE BRADDOCK PTSA “ARTS AND CRAFTS SHOWCASE”

**SATURDAY, OCTOBER 15, 2011
9:00 AM - 3:00 PM**

The Lake Braddock PTSA invites you to participate in our 26th Annual “Arts and Crafts Showcase.” **The juried craft show will be held at Lake Braddock Secondary School on Saturday, October 15 from 9:00 AM to 3:00 PM.** Our craft show consistently holds a high standard of excellence and is well known in Northern Virginia.

Lake Braddock is centrally located in Northern Virginia in the heart of the Springfield/Burke area, approximately 3 miles west of the Capital Beltway. Take Braddock Road west to the traffic light at Burke Lake Road and turn left. Lake Braddock Secondary School is about 1/2 mile down on the right.

Once again the PTSA is hosting a **SILENT AUCTION**. We are requesting a donation with a minimum value of \$15.00 from each of our vendors. Your generous donation will be collected during check in.

STANDARDS

Our craft show prides itself on selecting artisans who produce their own wares. We will not allow products made from kits or commercially manufactured items to be sold by applicants. Any artisan who does not adhere to these guidelines or misrepresents their work will forfeit their fees and NOT be allowed to participate. We will jury all applications, and the decisions of the committee are final. **ALL WORKS DISPLAYED MUST BE ORIGINAL WORKS BY THE ARTISTS AND CRAFTERS.**

Crafters who meet our guidelines will be accepted. *We notify those who do not meet our criteria within 15 days of receiving your application.*

RULES AND REGULATIONS

- Make checks payable to: LAKE BRADDOCK PTSA**
- NO refunds after acceptance.
- A self-addressed, stamped envelope must accompany your application.*
- ALL** Applicants must submit 3 different photos of their work with one showing your layout or display.
- Only the craft category juried in from your application may be displayed or sold from your booth.
- Other businesses may not be advertised from your booth.
- Applicant must abide by all Fairfax County Public School rules and regulations while on school grounds.
- All tables must be draped to within 1” of the floor.
- Your display and set up must stay within the boundaries of your space assignment.
- Booths may not be taken down until after 3:00 p.m. on Saturday.
- No displays over 6’ high.
- Confirmation letters with booth assignments will be mailed after October 3, 2011.

Mail completed application and fees to:

**Lake Braddock PTSA Arts and Crafts Showcase
c/o Marcy Mont
8401 Hampton Way
Fairfax Station, VA 22039**

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- WHEN:** Saturday, October 15, 2011
- WHERE:** Lake Braddock Secondary School
9200 Burke Lake Road, Burke, VA 22015
- TIME:** 9:00 AM – 3:00 PM
- FEES:** \$80 for a 10' X 8' booth. Booth is 10' wide by 8' deep
\$95 for a 10' X 10' (*limited number available*)
Tables are available for \$10 each while supplies last (*1 table per booth*)
Electricity is \$10
Two chairs are included in booth fee
- TAX POLICY:** All sales will be conducted between the artist and the purchaser. Artists are responsible for collecting, paying, and remitting Virginia Sales Tax of 5% to Virginia Department of Taxation on all sales made during the Craft Show.
- DEADLINE:** Applications **MUST** be received by September 30, 2011.

PERTINENT INFORMATION:

Included in this mailing is your application. **PLEASE READ CAREFULLY!**

Fill out all information. Any incomplete applications will be returned. Any samples sent become the property of the Arts & Crafts Committee. All applicants must follow the Application Procedures and submit a completely filled out Application Form.

The application deadline is September 30th. Any application received after September 30 is considered **LATE** and a **LATE FEE of \$25 will be charged**. Returned checks will be charged a \$20 bank fee.

The booth assignments for all accepted crafters will be mailed after October 3. Keep in mind spaces will be assigned on a first come, first served basis. Also, some popular craft categories may reach the maximum number of booths early in the application process. Later applications may be wait-listed.

Our show will be promoted by public service announcements, local newspapers, road signs, craft magazines, and flyers at local businesses and schools.

We look forward to seeing you at the Lake Braddock “Arts and Crafts Showcase” in October!

Questions? Contact us by e-mail at LBSSCraftShow@yahoo.com or at 703.323.9145.

If you do not wish to receive future craft fair applications from Lake Braddock, please let us know, and we will promptly remove your name from our mailing list.

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APPLICATION/REGISTRATION FORM

MUST BE RECEIVED BY September 30, 2011

SHOW DATE: October 15, 2011

Mail to:

**LBSS ARTS AND CRAFTS SHOWCASE
C/O MARCY MONT
8401 HAMPTON WAY
FAIRFAX STATION, VA 22039**

Please check one:

NEW VENDOR _____

RETURNING _____

VENDOR _____

A self-addressed stamped envelope MUST BE INCLUDED with this application, your check and pictures.

Print Clearly

NAME: _____

BUSINESS NAME: (If any) _____

ADDRESS: _____

(street)

(city)

(state)

(zip)

PHONE: (_____) _____ E-MAIL:(Required) _____

(An e-mail acknowledgement of application receipt will be sent to provided e-mail.)

CRAFT CATEGORY (ONLY 1 Category will be accepted, applications with additional categories will be returned): (Ceramics/Pottery, Decorative Painting, Dolls & Accessories, Fine Arts, Floral, Furniture, Gifts & Accessories, Holiday, Jewelry, Needlework, Paper, Stained Glass, Textiles, Wood)

\$ _____ BOOTH FEE: \$80.00 (8' X 10')

\$ _____ BOOTH FEE \$95.00 (10' X 10') 20 AVAILABLE

\$ _____ TABLE: \$10.00 (1 table per booth)

\$ _____ ELECTRICITY: \$10.00

\$ _____ \$25.00 LATE FEE IF REC'D AFTER SEPTEMBER 30, 2011

\$ _____ TOTAL AMOUNT ENCLOSED **MAKE CHECKS PAYABLE TO: LBSS PTSA**

I, the undersigned, will not hold the Craft Fair Committee, Lake Braddock SS, LBSS Volunteers, or the LBSS PTSA responsible for personal injury, property damage, or theft during the show. I have read and fully understand all the rules and regulations concerning the craft show.

SIGNATURE _____ DATE _____

LBSS ONLY

Date Rec'd _____

Amount Pd _____

Check # _____

ENCLOSE A SELF-ADDRESSED STAMPED ENVELOPE

(this is how Booth Number and Maps are mailed to you)