

Oak Lawn Community High School PTSA
HOLIDAY CRAFT SHOW & BUSINESS SHOWCASE
You are invited to participate in our 2025 Craft Show & Community Event
Saturday, October 17, 2026 from 10:00 a.m. to 3:00 p.m.

1. All items are to be **handcrafted or approved vendor products only**. Commercially manufactured products will be limited to vendors. We reserve the right to prohibit any display that is offensive or does not meet our criteria. Vendors need to check the appropriate box on the application. We will do our best to limit repetition of vendors (i.e., Only one Avon representative and one Scentsy representative) with the exception of LuLa Rue for which we allow two representatives.
2. **The fee** for each space is \$60.00. **(if electric is needed, an additional \$10 will be charged for EACH space you are paying for-even if you are one vendor requesting multiple spaces)** Space is approximately **8 ft. by 5 ft.** You can reserve more than one space. You will be charged \$60 for each space requested. If you need several spaces, please reserve them. Any extra space used during the craft fair will be charged.
3. One 6' x 2.5' table plus two folding chairs are provided per space reserved. If you don't need a table or chairs, please indicate this on your application.
4. **A donation** for our raffle table is **required**. Proceeds from the raffle will benefit our student organization S.A.D.D. at OLCHS. An item that would represent your craft would be appreciated. A student representative will come around to collect your donation. (Feel free to include your name or business card).
5. The placement of the exhibits will be at our discretion.
7. The school and the PTSA will not be responsible for any loss or damage incurred at the event.
8. **Set up time for exhibitors will be 7:45 a.m.** Please do not arrive earlier than this time. There will be volunteer student help available for both loading AND unloading. Please be PATIENT.
9. All crafters & vendors are **REQUIRED** to park in the student parking lot **WEST** of Austin Avenue **AFTER** they unload their wares unless handicap parking is required. This allows maximum parking for shopping customers!
10. In case of cancellations, no entry fee will be refunded. **No exceptions.**
11. All crafters are expected to remain open until closing time – 3 pm and agree not to remove merchandise until after show hours.
12. Please complete the attached application and return it with your payment. **Payment will be accepted via check or cashiers check only. NO cash or electronic payment accepted. In the event a check does not clear, all extra fees will be due to the PTSA.** Make checks payable to **OLCHS PTSA**.

For further information, please email debrabrandt04@gmail.com. Send the check and application to:

Debra Brandt
9312 S. 51st Ave
Oak Lawn, IL 60453

Date received _____

Oak Lawn Community High School PTSA
HOLIDAY CRAFT SHOW & BUSINESS SHOWCASE

Saturday, October 17, 2026 10 am – 3 pm

APPLICATION
PLEASE PRINT CLEARLY AND LEGIBLY

Please fill out the following information and make check payable to OLCBS PTSA.

Name: _____

Phone: _____ Email Address: _____

Address: _____ City/State/Zip: _____

Description of items to be sold: _____

Please check here if you are a vendor (i.e. Avon, Scentsy, Mary Kay, LuLa Rue, etc) these vendors only allow one per show:

Company name: _____

(We will allow one representative from each vendor – no duplicates. First come, first served)

Please indicate the NUMBER of spaces you are reserving: _____

One table plus two chairs per space is provided.

If you DON'T want us to provide a table or chairs, please check here: No table _____ No chairs _____

Do you need electricity? (additional \$10 per table/Per space) Yes _____ No _____

_____ spaces at \$60 each = \$ _____

Electricity (\$10 PER table) = \$ _____

TOTAL AMOUNT DUE _____

Signature: _____ Check Amount _____ Check Number _____

***Examples of approved vendors: Tupperware, Avon, Mary Kay, Tastefully Simple, Scentsy etc.
(Vendors must represent a company in a home-based business venture). LuLa Rue will be allowed two representatives.