



THE WOMAN'S CLUB OF CHEVY CHASE, MARYLAND, INC.  
7931 CONNECTICUT AVENUE  
CHEVY CHASE, MD 20815-5922

301.652.8480

### ***Chevy Chase Art and Craft Fair***

The Woman's Club of Chevy Chase, Inc., will be hosting the ***Chevy Chase Art and Craft Fair on Saturday, October 13, 2018 from 10:00 a.m. to 5:00 p.m.*** We chose this date carefully to make sure that it was before Thanksgiving and the holidays.

We are focusing only on handmade items. The Art and Craft Fair will include handmade sweaters as well as works by local artists, handmade jewelry, purses, jackets, scarves, pottery, fused glass, and hand-painted glassware and more by local artisans, as well as specialty foods, such as homemade jams, chocolates, bread, and more. There will be 40 vendor tables available.

The proceeds from this event will go to local charities that the Woman's Club of Chevy Chase, Inc., supports; such as, Hearts and Homes for Youth, A Wider Circle, St. Joseph's House, Shepherd's Table and many more as well as Building Preservation Fund.

Throughout the morning, we will be serving coffee, tea, and a light breakfast and in the afternoon, lunch and light beverages.

We will be advertising in The Washington Post, list-serves in the community reaching from Washington, DC, to Bethesda, to Kensington, to Silver Spring, and, of course, to Chevy Chase. We will also be using social media to get the word out. We will be asking you to reach out to your clientele to advertise the event.

Below is an application for space at the event. Please forward this to anyone who might be interested. The flyer will be updated periodically as we receive applications for the event. Please fill in and return the application with your check as soon as possible. If you have any questions, please contact me at 'The Woman's Club of Chevy Chase' (301-652-8480) or e-mail me at [info@wccmaryland.org](mailto:info@wccmaryland.org) or at my home 202-244-0941/cell 202-815-3372 [mourand@aol.com](mailto:mourand@aol.com).

Mary Ourand  
Art and Craft Fair Manager

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## APPLICATION FOR ART AND CRAFT FAIR

Saturday, October 13, 2018 (10:00 a.m. to 5:00 p.m.)

Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Name of Business: \_\_\_\_\_ Email: \_\_\_\_\_

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

Tax ID\*: \_\_\_\_\_ Obtain your Maryland Tax ID if you don't have it.  
(You are solely responsible to report the sales to the Tax Office and pay the 6 percent sales tax)

Items/Product to Sell: \_\_\_\_\_

### Space Rental Cost:

- One space 10' X 6' that includes a long 6' rectangular table and two chairs **\$100**
- If additional floor space is needed for racks, the extra charge is **\$25** per rack you provide.
- One Partition/Peg Board 8.2' X 6.6' – **\$100** with enough space all around for customers' flow.
- Upon agreement, vendors may substitute club offerings with their own.

Total Tables: \_\_\_\_\_ Number of Racks: \_\_\_\_\_ Amount Enclosed: \_\_\_\_\_

**Only 40 indoor spaces are available. Applications will be accepted until that limit is reached or until Friday, September 28, 2018, whichever comes first. Please check our website for availability.**

### SET UP

\_\_\_\_\_ Check here if you need **Electricity**. Bring an extension cord.

You may setup between 10:00 a.m. and 2:00 p.m. on Friday, October 12, and starting at 8:00 a.m. on Saturday, October 13. *All exhibitors must remove their property and vacate the building by 6:00 p.m. on Saturday, October 13, 2018.*

### PARKING

Parking is *Free*. There is ample parking in the WCCC lot, and after the Library closes at 1 pm, in the lot across Dunlop Street. After unloading your items, please move your vehicle to the church parking lot immediately south of our building, to leave more room for buyers to park.

**I Have Read and Agree to all the above** \_\_\_\_\_

Mail completed form and payment payable to 'WCCC'. Mark envelope: "Art & Craft Fair". We will announce on our website when all spaces are taken. ***Due to high demand, email us your confirmation to reserve a space for you. Follow with signed form and payment.***

**The Woman's Club of Chevy Chase is Not Responsible for Lost or Stolen Property.**