



August 1, 2019

Aloha Artists and Crafters:

We cordially invite you to participate as a Vendor at our 32nd Annual Harvest Festival Fundraiser on Saturday, November 23, 9am-4pm. Once again, the Harvest Festival will be held on our beautiful campus field with a country fair setting. Our "Market Street" will host up to 30+ vendors offering a variety of locally made arts, crafts, clothing, jewelry and much more.

100% of the proceeds go to programs for the Kula School Community.

BOOTH INFORMATION: Vendors will be located in our designated "Market Street," strategically placed throughout the festival. A 10x10 booth space is priced at \$125. Vendors are expected to provide their own tent, tables, chairs and table coverings. We encourage all vendors to decorate their booth in a "Country Fall" theme.

Products are expected to be of high quality. We will have a limited amount of Vendors offering the same type of crafts. Please include photos and a detailed description of your product(s).

Completed applications with payment are accepted and processed as they are received. ***Confirmation by email will secure your booth space.***

SILENT AUCTION DONATIONS: We encourage you to maximize your booth's exposure by donating an item (\$25 min. value) to the Silent Auction. Your business will be recognized by the event emcee and you are able to display a promotional card/brochure with your donation. Please submit donations by November 8th to Kula School PTA at: *PO Box 238, Kula, HI 96790*

ATTN: Harvest Festival – Market Street Donations

PROGRAM ADVERTISEMENTS: For additional marketing, all vendors are welcome to place an ad in our Event Program. Ad space is available starting at \$100 for 1/8 page. Please see attached form for more details.

Join us in this much anticipated and well attended annual Upcountry family event. Submit your Vendor application and payment at your earliest convenience, as vendor space is limited.

Final deadline for application acceptance is **October 11, 2019.**

Mahalo for your support!

Sincerely,

Susan Kim

Susan Kim
Market Street Vendor Chair

For additional information, or questions? Please email us at kimstavich@gmail.com or feel free to contact us by phone at 808-281-7085.

Kula School PTA

Mailing Address
PO Box 238
Kula, HI 96790

**Kula Elementary School
Principal: Chris Bachaus**

**Susan Kim
Market Street
Vendor Chair
808-281-7085**

**DEADLINE:
OCTOBER 11, 2019**



KULA ELEMENTARY SCHOOL'S 32nd ANNUAL HARVEST FESTIVAL

Saturday, November 23, 2019 | 9:00am-4:00pm | School Campus, Lower Field

VENDOR APPLICATION & SELLER'S AGREEMENT

Business Name / Company: _____ G.E.T#: _____

Contact Person: _____ Phone: _____

Mailing Address: _____ Email: _____

- All new crafters must submit samples of their work to be juried by the Crafter Committee.
- To secure a booth, applications and booth fees must be received by October 11, 2019. Available booth space will be given first come first serve to a vendor in any open category (see below).
- Fees are non-refundable after October 25, 2019 (sorry no exceptions)
- Please circle the category in which you wish to be listed:

- | | | | |
|---------------|---------------------|-------------|---------------------|
| Art | Body Care/Fragrance | Candles | Clothes/Accessories |
| Cermics/Glass | Culinary/Food | Hats/Leis | Home Fashion |
| Housewares | Jewelry | Photography | Plants |
| Woodwork | Other: _____ | | |

Please list and briefly describe your craft(s):

- Booth Cost:** **SINGLE VENDOR - \$125 (10x10)**
 DOUBLE (shared booth) - \$200 (10x20)
 Completed applications required from both vendors

Total Booth fee enclosed: \$ _____

*Please note: Vendor must provide their own Tent/Tables/Chairs/Decorations
 Vendor must provide their own electricity and Tent Weights*

To reserve your booth space, please submit your application and booth fee payable to: **Kula School PTA**

Mail to: Harvest Festival 2019
 ATTN: Crafter Market Street
 PO Box 238
 Kula, HI 96790

* Following Vendor application approval, you will receive a confirmation letter and Vendor Packet that will include instructions for set up, break down and parking on event day.

Committee use only:

Date Received:	Payment (date/method/amount):	Category:	Booth#:
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KULA ELEMENTARY SCHOOL'S 32ND ANNUAL HARVEST FESTIVAL

Saturday, November 23, 2019 | 9:00 am – 4:00 pm | School Campus • Lower Field

PROGRAM ADVERTISEMENT

Name/Company: _____ Contact Person: _____
Mailing Address: _____ Phone Number: _____
Email Address: _____

CONFIRMED VENDOR (circle): YES NO PENDING

Please indicate your interest in advertising in our event program

With your donation, you will have the option of a free advertisement in our event program. This is a full color publication that will be handed out at the Harvest Festival. We estimate 3000-5000 festival goers in attendance. Your ad will be seen by many. You will need to provide the ad for insertion.

- Please email your advertisement and/or artwork to Michael Garrity: mgarrity@hawaii.rr.com
- **Deadline to email your program ad: Saturday, October 19, 2019**
- Ad placement is free with your donation and will be chosen by the production manager
- Ad sizes and specifications are listed below

DONATIONS AND AD SIZES

- \$100.00 – 1/8 page ad: box size is 2.438" x 1.931"
- \$200.00 – 1/4 page ad: box size is 2.438" x 2.931"
- \$400.00 – 1/2 page ad (vertical or horizontal): box size is 2.438" x 7.988" (vertical) or 5.0" x 3.931" (horizontal)
- \$800.00 – full page ad

Program size: 5.5" x 8.5"

Format: jpg, eps or pdf

Process printing: 4 color and/or black & white

If you have questions or need assistance, please contact our Corporate Sponsor Chair: Nerissa Garrity (808) 633-1583 or email ngarrity@hawaii.rr.com

Kula Elementary School Parent Teacher Association (PTA) is a 501c (3) nonprofit organization. Your donation is tax deductible to the extent allowable by law. Federal Tax ID no.99-0260369. We will gladly provide a receipt for your donation upon request. For additional information, please visit kulapta.org or email: kulaharvestfest@gmail.com