



**SANDWICH
PARK DISTRICT**

1001 N. Latham Street · Sandwich, Illinois 60548 · 815-786-8044

Dear Crafters and Vendors:

The Sandwich Park District, in cooperation with the Sandwich Fairgrounds, is hosting the first annual “**Kris Kringle Craft and Home Business Market**” on December 1st and 2nd, 2018. This event will be held in the craft buildings on the fairgrounds, although we will be heating the buildings please be prepared for cold weather.

Business hours for this event are as follows:

**Kris Kringle Craft Show and Home Business Market
Sandwich Fairgrounds
1401 Suydam Rd. Sandwich, IL 60548
Saturday, December 1st - 10:00am to 5:00pm
Sunday, December 2nd- 11:00am to 3:00pm**

Set up is available 10:00am-5:00pm on Friday, November 30th. If you plan to set up on Saturday morning that will be available at 8am but you must be open for the public at 10am. Please unload and load and be “mindful” of others. Unload then move your vehicle to the side parking area and then go back and take your items to your spot, staff will direct you to your assigned spot hand trucks will be available to help transport your things from the entry to your space. You are expected to bring your own equipment to display your items but please be confident in their stability. Your space is 10ft x 10ft unless you purchased multiple spots so keep this in mind when planning your layout. Doors to the exhibit hall will be locked at night but any valuables you are concerned about you may want to take with you as neither Sandwich Park District nor the Sandwich Fairgrounds will be liable.

Your fee is for both days of the show. Vendors are required to attend both days and to staff their space the entire length of the show. *Space is reserved on a first come, first served basis. We reserve the right to limit exhibitors based on duplication of products. There are NO REFUNDS once we receive your registration due to pre-charged costs.*

This two day festival is open to the public at no charge. This event will be advertised through various publications throughout the surrounding area. I also encourage you to advertise the event on your own social media. Please contact our office at 815-786-8044 if you have any questions regarding the show!

We look forward to you joining us!

Thank you,
Candace Kissel, Program Coordinator &
Sandwich Park District Staff