

## 6<sup>TH</sup> ANNUAL FIRST CONGREGATIONAL CHURCH HOLIDAY BOUTIQUE

**INFORMATION:** The Ministry of Church Life Annual Holiday Boutique will take place on **Saturday, November 9, 2019**, in the Fellowship Hall, Classrooms, and Courtyard of First Congregational Church of Fresno, 2131 N. Van Ness Avenue, Fresno, CA. Sale hours will be from 9:00 a.m. to 3:00 p.m. Set-up will begin at 7:00 a.m. on Saturday or, to avoid the rush, plan to set up on Friday (November 8) between 5:00 – 7:00 p.m.). Displays should not be removed until 3:00 p.m. on Saturday. Areas should be cleaned up by 4:30 p.m.

**BOOTH SPACES:** Inside the Fellowship Hall and Classrooms, the booth sizes are 5' x 8' and you should plan to bring your own table(s). If you choose to set up in the Courtyard, the booth size is 10' x 10'. Space in the Courtyard is limited, so please send in your reservation as early as possible. We will provide 2 chairs per booth for the inside spaces, but you should bring your own tables. Those setting up outside should plan to bring their own tables, chairs and pop-ups (if you desire). There will be a limited number of "mini" sites available for smaller vendors which will accommodate one 36" square table (such as a card table) with 1 chair provided.

Electrical outlets are limited, so please indicate on your Application if electricity is needed.

**BOOTH SIZES/DONATIONS:** As stated above, the inside spaces are 5' x 8' and the Courtyard spaces are 10' x 10'. We request a donation of \$50.00 for either of those booths. The smaller "mini" sites, that accommodate a 36" square table, are \$40.00 each. **We request that booths be reserved by October 10 and donations are non-refundable after that date.** Vendors may not give away or reassign their spaces to others! Only the Boutique Chairperson has the authority to assign spaces.

**ANIMALS:** Absolutely no animals (except service dogs) are allowed on the premises during the Boutique!

**DIRECTIONS TO THE BOUTIQUE:** Take Clinton (from West or East) to Van Ness Avenue, turn South, and the Church is about 1 block down on the right side of the street. There will be signs directing vendors and customers.

**FOOD:** Pastries and coffee will be available to vendors at no charge from 7:30 – 8:30 a.m. Lunch items (hearty soups & breads) will be available for sale to vendors and customers from 11:00 a.m. – 1:00 p.m. A few tables and chairs will be set up at the back of the Fellowship Hall, and outside if weather permits, for the customers to relax between purchases.

**CONFIRMATION:** Confirmation letters will be sent to all applicants as applications are received. After October 10, 2018, vendors will be accepted on a "space available" basis. A flyer to share with your "followers" (either online or in person) will be included with your confirmation letter.

We welcome new crafters and will do our best to accommodate all who wish to participate, but we do recommend getting your application in as early as possible.

If you have any questions, please feel free to contact one of the Boutique Chairpersons below.

Paula Roberts  
[paulalr1331@gmail.com](mailto:paulalr1331@gmail.com)  
(559) 978-8844

Pat Morales  
[patmorales40@gmail.com](mailto:patmorales40@gmail.com)  
(559) 281-8403

**VENDOR APPLICATION FORM**  
Ministry of Church Life – First Congregational Church of Fresno  
2019 HOLIDAY BOUTIQUE  
Saturday, November 9, 2019

BUSINESS NAME: \_\_\_\_\_

NAME(S): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE & ZIP CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

TYPE OF CRAFT/PRODUCT TO BE DISPLAYED (Please be explicit): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

DO YOU NEED ELECTRICITY FOR YOUR BOOTH?       Yes       No

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Please reserve \_\_\_\_\_ space(s) for me. Donation of \$50.00 (5' x 8' or 10' x 10') or \$40.00 (mini space) is enclosed.

Please check the space you would like to reserve:

\_\_\_\_\_ INDOORS – 5' x 8' (you provide tables/2 chairs provided)

\_\_\_\_\_ MINI-TABLES – 36" square table (you provide table/1 chair provided)

\_\_\_\_\_ COURTYARD – 10' x 10' (you provide tables, chairs, and pop-up if desired)

Please check your type of business:

\_\_\_\_\_ Handcrafted (at least 25%)

\_\_\_\_\_ Home Based Commercial Business

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**Return the Following Items:**

1. Completed Application Form
2. Check for Booth Payment, payable to "FCCF"
3. Business Card

**Mail To:**

Paula Roberts  
1331 N. Lucerne Lane  
Fresno, CA 93702  
(559) 978-8844