



**LCHS Band Spring Craft Show**  
**Saturday, May 5, 2018**  
**Vendor Information**

**Location:**

La Cueva High School, 7801 Wilshire Blvd NE  
(Alameda and Wyoming NE)

La Cueva HS Band Boosters host two craft shows a year to support La Cueva High School Band program. The first show is on the first Saturday in December and the second show is on a Saturday in late April or early May. Our craft shows are volunteer run, and 100% of your booth fee benefits the La Cueva HS Band program. THANK YOU!

Both shows are juried and require separate applications. Acceptance into one show does not guarantee acceptance into the other. Prior participation in past La Cueva HS Band craft shows does not guarantee acceptance to future shows.

Please go to our website for updates and information:

<http://www.bigbadbearband.com/craftfair.shtml>

Email: [LCBBcraftshow@outlook.com](mailto:LCBBcraftshow@outlook.com)

Mailing Address:

**LCCB Craft Show, 8100 Wyoming Blvd NE, Suite M4,  
Box 429, Albuquerque, NM 87113**

**PLEASE DO NOT CALL LA CUEVA HS  
OR MAIL ANYTHING TO LA CUEVA**

**La Cueva HS Band Spring Craft Show**

**Who can participate:**

Artists, artisans, craftsmen and crafters with handmade items to offer for sale to the public.

All items for must be the vendor's own work or that of a family member.

**NOT ACCEPTED** - Factory made items, items representing only minor rework, and foreign goods or products are not acceptable. We do not accept 'Distributors'. We do not accept 'Information Booths'.

Vendors wishing to sell food items need prior approval from the Committee and must obtain a food permit from cabq.gov. NO EXCEPTIONS.

Vendors DO NOT need to participate in both shows.

Acceptance into the La Cueva HS Band Craft Shows is **not** based on the date an application is received. All applications received by the due date will be considered by the LCBB Craft Show Committee. While preference is given to returning vendors, the Committee's goal is to offer shoppers a balanced and interesting selection of diverse crafts and art.



**Registration**

The Spring Craft Show registration fee is **\$60.00 for a 10ft x 6ft booth**. We have a limited number of oversized booths, 15ft x 6ft, for \$90. Please contact us at [lbbcraftshow@outlook.com](mailto:lbbcraftshow@outlook.com) if you wish to request an oversized booth.

**Access to electricity is an additional \$20** which can be included in the check for the booth fee. See second page for electricity rules.

**Late Fee** for applications postmarked after Mar 1: \$10.00

All applications must be accompanied by 3 PHOTOS. ONE (1) photo will remain with the application. Additional photos will be returned if a self-addressed stamped envelope is provided.

**NOTE:** Vendors who participated in our 2017 Holiday Craft Show need only submit photos if they plan to offer significantly different items than offered in December.

**Silent Auction:** All vendors MUST donate 1 item minimum per booth with a minimum value \$15.00 and representative what is being sold. Items must be ready at 7:30 am/8:00 am for pick-up by La Cueva student volunteers.





## La Cueva HS Band Spring Craft Show



### Acceptance to Show

🌸 Vendors will be notified by email once their application has been received and processed. **Applicants who have not heard from us within 3 weeks of sending in their application are asked to email us at [lccbcraftshow@outlook.com](mailto:lccbcraftshow@outlook.com)**

**A list of Accepted Vendors and further 'day-of' instructions will be posted on our website by April 1, 2017.**

<http://www.bigbadbearband.com/craftfair.shtml>

Your check/ money order will not be cashed until you have been accepted.

🌸 Booth assignments will be posted approximately 2 weeks before the show. Vendors are expected to check their assignments and to contact the Committee with any problems or omissions. The Committee reserves the right to change a vendor's booth assignment.

### Show Setup/ Teardown

🌸 NO Friday setup.

🌸 Setup starts at 6:30 am, Saturday. Please plan to arrive no later than 7:30 am.

All vendors **must** be done setting up by 8:00 am.

🌸 **At 8:01am any empty booth will be considered a 'No Show'** and will be reassigned. (WE USUALLY HAVE SEVERAL PROSPECTIVE VENDORS WAITING FOR THOSE SPOTS **SO DO NOT BE LATE!**).

🌸 **Loading/Unloading:** Unloading is at the cafeteria parking lot. DO NOT park in fire lanes. La Cueva Band student and parent volunteers will be available to help with loading/unloading.

### Other Information

🌸 **Vendors must comply with local safety codes at all times.**

🌸 All displays, belongings and inventory must be kept within assigned booth area.

🌸 Vendors closing booths before 4:00 pm may be excluded from future shows

🌸 **NO refunds** for inclement weather.

🌸 Cancellation policy: 100% refund for cancellations made by **April 7**. **No refunds** for cancellations made after **April 7**.

🌸 Smoking is prohibited on La Cueva HS grounds.

🌸 If your Credit Card machine needs electricity it must be purchased when you apply to the show.

🌸 There is no Wi-Fi.

🌸 There is **no** ATM on the premises.

### Fire Marshall Rules and Inspection

🌸 An Albuquerque Fire Marshall will be on site to inspect our venue and all Vendor booths at 8:30am on the day of the show. All vendors **MUST** comply with the Fire Marshall instructions, failure to cooperate may result in removal from show.

🌸 Exhibit booths shall be constructed of noncombustible or limited combustible materials, or treated with a flame retardant. Table Clothes - Nylon, plastic and other plastic material which cannot be made flame retardant is prohibited.

🌸 Storage of combustible materials behind booths, compressed flammable gases, or combustible liquids are prohibited.

🌸 **NO LIT CANDLES, NO OPEN FLAMES**

🌸 **Extension Cords: ONLY 3-prong grounded extension cords allowed.**



**Allowed:** Single Use of Cord: extension cord into wall, cord into your device i.e. lamp.

**Allowed:** Multiple use: Power strip into wall then your electrical devices into power strip; i.e., lamp, calculator.

**Allowed:** Multiple use: 3-pronged extension cord with multiple 'sockets'.

**Not allowed:** Any light duty household extension cord:



**Not allowed:** Extension cord into wall, then power strip, then your electrical devices i.e. lamp, calculator.

**Not allowed:** Extension cord into wall then power strip then extension cord then your electrical device; i.e., lamp

**Not allowed:** Extension cord into wall, then extension cord into another cord then into your device; i.e., lamp

