1The **GFWC** ***Cookeville Junior Woman's Club*** is proud to invite your application to the

34th Anniversary of Santa's Workshop

November 18th-20th 2011

CJWC is excited and working hard to ensure that the 34th anniversary of Santa's Workshop is a fun and successful occasion to remember. Again this year, the GFWC *Cookeville Junior Women's Club* is hosting the event at the Hyder-Burks Agricultural Pavilion.

Date: November 18th - November 20th

Location: Hyder-Burks Pavilion

Setup: Setup will take place from **4 p.m. to 9 p.m. on Thursday November 17th.**

Public Hours of Operation:

Friday: **9 a.m.-8 p.m.**

Saturday: **9 a.m.-7 p.m.**

Sunday: **1 p.m. - 5 p.m.**

Silent Auction:

Many crafters have suggested that we continue the silent auction during the show. If you would like to participate, we are again asking our crafters to donate a $20 - $50 item for the silent auction. Please remember, in addition to offering you the opportunity to share your unique talents with our community, 100% of the proceeds (after expenses) goes straight back into non profit agencies in the Upper Cumberland (over $1000 in 2010).

Other Important Dates:

Confirmations are sent out around the **end of July**.

Confirmations are to be returned with your booth fee by **September 15, 2011**. After this date, we will send confirmations to people on the waiting list.

Our goal is to provide additional support and hopefully broaden the organizations that benefit from Santa's Workshop. The changes we have made for our 34th anniversary are designed to enhance the publicity, work towards balancing the needs of our exhibitors and the public and make this a fun and successful event for the community.

Thank you on behalf of GFWC *Cookeville Junior Woman's Club* for your support of Santa's Workshop.

email: Santasworkshopinfo@yahoo.com **www.Cookevillejwc.org**

Please read the following specifications to apply for and to be in Santas Workshop. ***There are changes that you need to be aware of.*** Please take time to read these rules to prevent any problems or delays in your chance of getting a booth.

While booths will be reserved on a **first-come** basis, **we cannot guarantee booth position or special requests**. We reserve the right to deny any crafter or craft into the show.

No distributors.

Craftspeople may register and set up booths on **Thursday night, November 17, 2011** starting at **4p.m**. If you can't make it til Friday Nov 18th you may have access to building at 7:30 a.m.

Craftspeople must provide their **own tables, *chairs and* table covers**. Extension cords must be three-prong, grounded cords, or they are subject to being cut by inspectors. **All tables must be covered this year.**

Each booth must be staffed and ready for business no later than the opening of the show each day.

Displays/booths must be contained in the reserved area for your booth.

Booths must be stocked and staffed from opening until closing all three days. No packing will be allowed until 8:00 pm on Friday 7:00 p.m..Saturday, and 5:00 pm on Sunday unless you have **prior permission** from the chairman.

CJWC will provide security during closed hours. During show hours, security is the crafters responsibility.

CJWC will charge a $30.00 fee for each returned check.

No pins, nails, wires, twist ties, HAY, or similar objects can be dropped on the Pavilion floor as these endanger the animals.

Crafters are responsible for cleaning their booth space after the show.

CJWC has and will reserve the right to refuse space in future show to anyone who violates any of these specifications.

TTU Hyder-Burks Pavilion will not allow any readily edible food items to be sold.

Booth sizes and fees are as follows:

Single $100	10 feet wide by 5 feet deep
Double $150	18 feet wide by 6 feet deep
Double Plus $200	20 feet wide by 10 feet deep

Please send your **non refundable application fee of $20** (payable to Santas Workshop) and current pictures of your booth items no later than **July 15th 2011** to be in the first group of confirmations. If you have any questions please contact Caryn Hatcher **615-972-1648** or **Santasworkshopinfo@yahoo.com**