

Gift Locally!

Leedy Grange

HOLIDAY BAZAAR

You are invited to sell your hand-made and/or locally-sourced gift items, housewares, jewelry, clothing, food gifts, artwork, and other items at our bazaar. We encourage you to have plenty of low-cost items in your inventory (in the \$3-20 range) along with your more-valuable offerings. We need to see examples of your work (photos are fine) unless you are a Cedar Mill Farmers' Market vendor or are known to the organizers.

Leedy Grange Hall is located in the center of the Cedar Mill area of Washington County, near Highway 26 and with plenty of parking. (Our 97229 zip code has the highest-income residents in the region!) See our website for location info and bazaar updates: leedygrange.org All the profit from this event will benefit Leedy, to renovate our kitchen/dining area.

Because this is the first year for Leedy Grange to run this bazaar, we are trying to make it easy and profitable for you to participate. Please read through this information sheet and the Application Form. If you have questions about anything, please contact one of the organizers and we'll be happy to help you.

Location: Leedy Grange Hall, 835 NW Saltzman Road, Cedar Mill (Portland) OR 97229 • www.leedygrange.org

Date & time: Saturday November 28, 2009, 10 am - 6 pm; Sunday, November 29, 2009, 11 am - 4 pm

Setup: Friday, November 27, 10 am - 7 pm. Volunteer shifts noon-6 pm. Deliver your items between noon and 5 pm. Unsold items must be picked up Sunday evening (Nov. 29) before 7 pm or by arrangement on Monday Nov. 30. Please include an inventory sheet listing all the items and quantities that you are bringing.

Facility: Leedy Grange Hall has a large main hall, which will have 8-foot tables available for display of craft and other non-food items. There is also a large dining room with tables for food items. The space provided for each vendor will be at least 1/2 of an 8-foot table, depending on the number of vendors.

The sale is "boutique style" so you will drop off your items on Friday, set them up if you want to, and go enjoy the holiday weekend with your family if you choose. If you have signs and/or display units for your crafts, please bring them and help us set them up.

We will have one checkout station with a cash register. We will be accepting credit/debit card payments. EACH item you bring for sale must have a removable price tag with your vendor number on it. We'll send you a vendor number after we receive your completed application and fees. You will get a check for your sales once all payments have cleared.

We will provide hot drinks for shoppers, bags and wrapping materials and some entertainment. We may have a gift-wrapping table run by a local group.

There is plenty of parking nearby, and we will have a large display out front and a banner and lights on the hall to draw customers.

Promotion: We will advertise the event in local papers and at local businesses and institutions. We will distribute posters by PDF file to you for your mailing lists and other contacts.

Cost: 15% of your sales plus up-front fee of \$20 (through November 10) if you put in a 4-hour shift; \$35 if you don't wish to volunteer. From November 11-20: \$25 or \$40. *After November 20: call for availability.*

Your up-front fee ensures your participation. It is refundable if you decide not to participate and notify us by November 20.

You can save \$15 by volunteering for four hours during the sale. Separate volunteer deposit check for \$15 is required if you intend to volunteer. It will be returned uncashed after you do your shift. Hours can be all together or split between these times: (setup) Fri. noon-6 pm; Sale: Saturday 9 am - 6 pm; Sunday 11 am - 6 pm. Volunteer deposit also ensures your participation.

Contacts: Virginia Bruce: 503-629-5799; vrb@teamweb.com
Laura Roberts: 503-318-6138; gammymtwo@msn.com

See leedygrange.org/bazaar for updated information.

If you know of someone who would like to participate, please share this information and have them contact us