

RANDALL K. COOPER HIGH SCHOOL PTSO 2855 LONGBRANCH ROAD  
UNION, KY 41091  
2022 COOPER CRAFT FAIR

Dear Crafter:

The 2022 Cooper Craft Fair application is now available. We had over 150 vendors and over 2,200 shoppers at previous shows. This will be our 14th year.

Our event will be held Saturday, November 12, 2022, from 10:00 A.M. – 3:00 P.M. We will offer a set up time and breakfast items in our hospitality room beginning at 7:00 A.M. Saturday morning. If you have not checked in by 8:30 A.M. Saturday, your space and fee will be forfeited. Friday evening check- in MAY be available starting at 6:00 P.M. depending on school activities. Let us know if you need information about our local hotels.

All items displayed at this show should be handcrafted and original. It is your responsibility to be aware of copyright laws. No novelties, commercial, or other items considered resale (with exception of Cooper High School Spirit Store) will be permitted for this show. In addition, if you are selling food or cosmetics you will need to be licensed by the state of Kentucky. You may be subject to inspection by the Health Department, so make sure you have your license and product properly labeled. You will be responsible for your own ice/refrigeration needs, hand sanitizer and gloves. You are also responsible for sales tax to be remitted to Kentucky's Department of Revenue. Whether a product/material may be exhibited and/or sold at this event is the sole discretion of the Cooper PTSO Craft Fair Committee.

New applicants should send 2-3 photos to [ptso.cooper@gmail.com](mailto:ptso.cooper@gmail.com) or mail with application.

Returning crafters can submit updated photos to be used for advertising purposes. Application photographs become property of the committee and will not be returned.

Single Booths are \$60 (approximately 100 square feet); Double Booths are \$120 (approximately 200 square feet). Booths with access to electricity are limited and cost an additional \$10. Make checks payable to Cooper High School PTSO. (A \$35 service fee will be charged in the event of any NSF checks). You will receive a reply either accepting or denying your application. If you do not hear from us within 3 weeks of sending application, please contact us at the email below. If you are approved by the committee, and you must drop out of the craft fair, you will forfeit your application fee. NO TABLES PROVIDED. Please request chairs on your application. Going forward with this year's show you may request your same spot however we may not guarantee your previous spot.

Sincerely,

Cooper PTSO Craft Fair Committee [ptso.cooper@gmail.com](mailto:ptso.cooper@gmail.com)

2022 Application - Cooper High School PTSO Craft Fair Saturday, November 12, 2022, 10:00 A.M. - 3:00 P.M. Email: [ptso.cooper@gmail.com](mailto:ptso.cooper@gmail.com)

Please type or print legibly and highlight changes from previous year:

Name(s):

\_\_\_\_\_

Business Name (IF ANY):

\_\_\_\_\_ Address:

\_\_\_\_\_ City:

\_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Website:

\_\_\_\_\_ E-Mail Address:

Make your five selections by checking the appropriate boxes:

Same Space Yes No (space #\_\_\_\_)

Booth Size Single Double

Number of Chairs Requested 0 1 2

Provide two to three words identifying the items you will be selling for the map we provide shoppers.

\_\_\_\_\_ -----  
The medium(s) & original crafts to be exhibited should be explained in detail and include 2-3 photos (if new or changing medium). Please limit to 2 mediums. BOTH NEW & RETURNING - Please send photo(s) to the email address below or mail with application if you would like them to be considered for advertising.

\_\_\_\_\_

Single Booth (\$60), Double Booth (\$120), Electric (\$10) – A Single booth is approximately 100 square feet. The Release of Liability Waiver & Rules form should be signed & returned with your application and payment.

Make checks payable to: COOPER HIGH SCHOOL PTSO Return to: Cooper High School PTSO

2855 Longbranch Road Union, KY 41091

We look forward to having you join us for the 2022 event!

\*Due to some issues in the past few years that have become more of an uncalled for behavior...the PTSO board in conjunction with the school has the right to refuse/disqualify any crafters from participating in the show due to disrespectful behavior towards any volunteers/PTSO board or school staff. Should this happen we will reimburse your money however you will be banned from future shows.

Send questions to us by email: [PTSO.cooper@gmail.com](mailto:PTSO.cooper@gmail.com)

Returning Yes No

Electric Yes No

COOPER HIGH SCHOOL PTSO CRAFT FAIR RELEASE OF LIABILITY WAIVER AND RULES  
I, \_\_\_\_\_ being of lawful age in consideration of his/her participation in Cooper High School PTSO Craft Fair, being conducted by Cooper High School PTSO Saturday, November 12, 2022, do hereby, on my behalf, release and forever discharge Cooper High School, Cooper High School PTSO, their officers, directors, agents, subsidiaries, affiliates, representatives, volunteers, and employees harmless and against any

and all claims, demands, actions, suits or causes of action for injury, damages, liability or expense of every kind and character, including attorney fees, defense costs, costs of investigation and court costs arising out of or in any way connected with my participation in this program. I further agree on behalf of myself, to abide by all the rules and regulations as hereinafter amended or supplemented, established by the owner and managing agent, or the Cooper High School PTO Craft Fair applicable to the authorized use of the premises, and agree that my use of the premises may be cancelled at any time, without prior notice or warning and I disclaim any recourse in the event of such cancellation and agree to immediately vacate the premises upon request. I HAVE READ AND FULLY UNDERSTAND THIS DOCUMENT, INCLUDING THE FACT THAT I AM RELEASING, AND WAIVING CERTAIN POTENTIAL RIGHTS HELD BY ME AND VOLUNTARILY AND FREELY AGREE TO THE TERMS AND CONDITIONS SET FORTH.

#### Cooper High School PTO Craft Fair Rules

It is our responsibility to make the Craft Fair a safe, productive, and pleasant environment for crafters and shoppers. Please follow the rules established and if you have any questions or concerns please contact us.

COOPER HIGH SCHOOL IS A SMOKE-FREE CAMPUS

No pets. ONLY ANIMALS NECESSARY FOR MEDICAL REASONS.

No children that are not helping you work your booth. If in doubt, ask.

You must supply everything you need to set up your booth including tables, heavy duty extension cords

if paid for electric, ice/refrigeration needs, and money you will need for change.

You are limited to two mediums. Medium - arts a method that an artist uses or a category such as sculpture in which an artist works.

Items must be handcrafted, not purchased for resale. The Cooper PTO Craft Fair Committee will make the final decision. It is your responsibility to be aware of copyright laws. No novelties, commercial, or other resale items (with exception of Cooper High School Spirit Store) are permitted.

Those selling food or cosmetics, will need a KY license. You may be subject to inspection by the Health Department, so make sure you have product properly labeled, ice, water, hand sanitizer and gloves.

You are responsible for collecting KY sales tax and remitting to the state.

Park only where permitted. We need to save spaces near door for customers.

You must check-in by 8:30 A.M. Saturday or your fee and space will be forfeited.

Do not begin breaking down prior to end of show. If you do, you risk not being invited back.

No electric heaters and no subletting spaces.

If you have an issue, please bring it to our attention as soon as possible and we will try to correct.

Putting an issue on the survey at the end of the show does not give us an opportunity to make it right.

Please be friendly to your customers, your neighbors and our volunteers.

Please keep booth neat. If you have samples, please request a garbage can to be near your booth. You

may be asked to remove objectionable items.

Location of booths is up to discretion of Cooper PTSO Craft Fair Committee. We consider requests and

try to keep crafters with similar items separate.

I have read and understand the above:

\_\_\_\_\_ Signature Date