

# FRIENDS OF GRAPHIC DESIGN DOES CRAFTY WONDERLAND! SUNDAY, DECEMBER 12, 11-7PM

## INFORMATION FOR CRAFTERS

### OUR BOOTH

+ We are sharing a 10' x 10' booth with Kate. (Thanks Kate!) and we have a GREAT location on the outer edge of the whole thing. Lots of foot traffic!

+ It's basically a square of empty space, so we need to fill it with great stuff. (furniture and display stuff included)

### PREPARING YOUR ITEMS

+ Please make sure everything you bring is clearly priced with price tags. Please include the price of the item as well as your initials.

+ Please bring with your items an inventory list of what you're leaving with us. We want to make sure you get paid for everything you sell!

+ Our recommendation is to price things to sell! Keeping gift items under \$20 is usually a good idea. If you need help figuring out appropriate pricing, head to Etsy and look at similar items to yours.

+ If you have a particular way you'd like to display your items, please make sure to bring that to us! We'll do our best with the display options we can come up with, but if you're particular please provide racks/shelves/etc.

### GETTING YOUR ITEMS TO US

+ We need all items before 9am on Sunday, December 13, and preferably before 8pm on Saturday, December 12.

+ Please arrange to meet us at one of the following times: Saturday, December 12 at the Convention Center from 5pm to 8pm, Sunday December 13 at the Convention Center from 8am-10am. We are booth #4, right across from the food area and next to [buyolympia.com/Land](http://buyolympia.com/Land)!

### PICKING UP YOUR ITEMS + GETTING PAID

+ We will keep a small percentage of the sales to help fund future FoGD programming. You will receive 80% of your crafts sold. Wow! Sweet! Most places keep 40%!

+ Sarah, our treasurer, will need some time to figure out monies and get you your cut, so please allow us some down time, post-sale to arrange that. If you're in dire need of your payment by a certain date, let us know and we'll arrange to get it to you.

+ Feel free to show up at 7pm to pick up your goods. Otherwise they will be at one of our houses on the East Side where you can come pick them up in the days following the sale.

## HELP!

### STAFFING THE BOOTH

+ We would like to staff the booth with at least two students at all times. Are you available to help? How about a two-hour shift?

We would really love it if all participating crafters could donate two hours to helping staff the booth so the same two people aren't there all day, going CRAZY. Anyone is welcome to donate their time, even if you didn't bring things to sell.

Please let us know if you can help on Sunday, December 13 any time from 10am to 8pm. We definitely need the help!

Booth staffers will be taking money from shoppers, operating the DIY button machine, and talking to people!

### SETTING UP

+ We are going to be setting up Saturday, December 12, from 5-8pm and Sunday, December 13, from 8-10am. Would you like to help? We would LOVE IT.

+ If you have a truck or a hatch-back with lotsa room, we would love your help EVEN MORE.

### THINGS WE NEED

+ Use of a truck or hatch-back on Tuesday night, December 8. (We need to go get a grid wall from Laura Jones!)

+ Use of a truck or hatch-back on Saturday, December 12 from 5-8pm

+ Use of a truck or hatch-back on Sunday, December 13 from 8-9pm

+ Folding chairs to sit in!

+ Some sort of stand to secure the "walls" of our booth. (We aren't given walls or curtains, but would like to separate ourselves somehow from the booths around us. Have any free-standing screens or pop-ups?)

+ Your help =)

**EMAIL US AT [FRIENDSOFGRAPHICDESIGN@GMAIL.COM](mailto:FRIENDSOFGRAPHICDESIGN@GMAIL.COM) FOR MORE INFO.**