



2021  
VILLAGE OF  
ISLAND LAKE  
33<sup>RD</sup> ANNUAL  
HOLIDAY  
RAFT FAIR

# 2021 HOLIDAY CRAFT FAIRE VILLAGE OF ISLAND LAKE

## RECREATION DEPARTMENT

3720 Greenleaf Ave.

Island Lake, IL 60042

847.416.7866 or email [lori.tanzillo@voislk.com](mailto:lori.tanzillo@voislk.com)

**SATURDAY - NOVEMBER 20<sup>th</sup>, 2021 -- 10:00am to 4:00pm**

**SUNDAY - NOVEMBER 21<sup>st</sup>, 2021-- 10:00am to 3:00pm**

Dear Craft Exhibitor:

Reservations are now being taken for our **33rd ANNUAL HOLIDAY CRAFT FAIRE** to be held from 10:00am - 4:00pm Saturday, November 20th and 10:00 am – 3:00pm Sunday, November 21st, inside the Island Lake Village Hall, 3720 Greenleaf Avenue. All proceeds from the Faire, which is sponsored by the Village of Island Lake, will benefit the Parks, Recreation & Club Programs, which provides adult and children's classes for the community.

Please find attached an application and information sheet with details of the **HOLIDAY CRAFT FAIRE 2021**. Because of the tremendous response from exhibitors in previous years, we urge you to send in your application as soon as possible. There will be less booths than in the past due to Covid. Masks will be required at all times. No food items unless packaged will be allowed to sell for purchase.

☞ Please **return:**

- ✓ The completed application
- ✓ 3-photos of items to be sold (photos will be returned) **\*\*2019 Show Exhibitors are not required to send photos\*\***
- ✓ The appropriate fee

**\*\*Applications received without pictures or SASE will not be considered for acceptance\*\***

**The deadline for applications will be November 5<sup>th</sup> 2021, or an additional \$5.00 fee will be added. All fees must be paid at the time of application.**

There will be no refunds once an exhibitor has been accepted, and all fees will be returned to applicants who have not been approved. You may only rent out **one** space in the gymnasium, board room or in the Senior Center. No one will be permitted to have a space in the hallways. No large advertising signage (over 4 feet) will be allowed in your space. If spaces featuring electrical outlets or tables are all reserved, the appropriate refund of \$5, \$10, or \$15 will be returned. All items must be contained within your space even if there is an empty space beside you.

The Island Lake Recreation Department is asking each exhibitor to **donate one \$10.00 or more item per booth number rented**, to feature as a door prize which will be held during the Faire. **NO COUPONS/GIFT CERTIFICATES ETC. WILL BE ACCEPTED. DOOR PRIZE MUST BE AN ITEM SOLD AT YOUR BOOTH, AND MUST BE WRAPPED IN CELLOPHANE DUE TO COVID.** There will be a mini-display of donated craft items at the entry of the faire.

Unfortunately we will not be able to serve hot lunch (due to Covid) as we have done in past years. We will have prepackaged snacks and drinks for purchase.

Hope to see you here!!

Sincerely,

*Lori Tanzillo & Kelli Anderson*

Recreation Department

# INFORMATION SHEET

## ISLAND LAKE HOLIDAY CRAFT FAIRE

1. Spaces for the 2-day Craft Faire are available on a first-come, first-served basis. Space sizes will as close to 10 X 10 as possible but may not be exact.  
  
\$65.00 - Space 10 X 10'  
\$75.00 - Space includes electrical outlet  
\$75.00 - Space includes 6' or 8' table  
\$80.00 - Space includes electrical outlet and table
2. Non handmade item vendor spaces are limited to 3 per each Craft Faire. All other spaces must be 80% handmade items. Please no Flea Market type items that have been used.
3. Island Lake Recreation Department Volunteers will be available to relieve exhibitors who are alone during the Faire, for short breaks. Please see us at check-in if you will be in need of this service.
4. Set up on Friday November 19th, 2021 will be **12:00pm – 6:00pm**.
5. Doors open at **8:00am** Saturday for set-up. **Please do not arrive before 8:00 am**. Uncollected Door Prize items will be collected at this time. **Sunday** we will open the building at **9:30 am**. Please do not arrive before then.
6. Exhibitors must be checked-in and set up in their spaces by **10:00 am**. Failure to show by **10:00 am** will result in the loss of your space to another exhibitor for the duration of the show with no refund.
7. **NO REFUNDS** will be given upon acceptance. **This applies to weather related no shows as well.**
8. The Island Lake Recreation Department and the Village of Island Lake cannot be responsible for damage to, or theft from exhibits. The building is locked nightly, and every precaution will be taken to avoid damage or theft.
9. Exhibitors will be sent location directions requested either by phone 847.416.7866 or email [lori.tanzillo@voislk.com](mailto:lori.tanzillo@voislk.com).
10. Exhibitors must provide their own cash box and prominently display price of items. Please bring your **OWN CHANGE**. We will not have extra change on hand for exhibitors.
11. Smoking will not be allowed in the building.
12. Starting with Craft Faire 2021 exhibitors will no longer be able to purchase 2 spaces in the gymnasium. Depending on the spaces rented you may be able to rent 2 spaces in our Senior Center.

**FOR ADDITIONAL INFORMATION, PLEASE CONTACT: Recreation Office**  
**at 847-416-7866 or 847-416-7864 email [lori.tanzillo@voislk.com](mailto:lori.tanzillo@voislk.com) or**  
**[kelli.anderson@voislk.com](mailto:kelli.anderson@voislk.com)**

# VILLAGE OF ISLAND LAKE CRAFT FAIRE APPLICATION November 20<sup>TH</sup> and 21<sup>ST</sup>, 2021

**FOR OFFICE USE ONLY**

DATE RCVD \_\_\_\_\_

SPACE # \_\_\_\_\_

AMOUNT PAID \_\_\_\_\_

CHECK # \_\_\_\_\_

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

DESCRIPTION OF EXHIBIT  
\_\_\_\_\_

NEW EXHIBITOR  YES  NO **\*\*\*2019 Exhibitors are not required to send photos.**

\_\_\_\_\_ Space at \$65.00 with  one chair  two chairs  no chairs

\_\_\_\_\_ Space at \$75.00 includes electrical outlet with  one chair  two chairs  no chairs

\_\_\_\_\_ Space at \$75.00 includes table with  one chair  two chairs  no chairs

\_\_\_\_\_ Space at \$80.00 includes electrical outlet, table with  one chair  two chairs  no chairs

\_\_\_\_\_ TOTAL AMOUNT ENCLOSED **\*\*Please make checks payable to: VILLAGE OF ISLAND LAKE  
Be sure to include a self-addressed stamped business size  
envelope.**

**Mail to: Village of Island Lake "Craft Faire"  
3720 Greenleaf Ave, Island Lake, IL 60042**

**I have submitted three photos of my original work, a stamped self-addressed business size envelope, appropriate entry fees, and the completed application. (Fees will be returned along with any unaccepted applications.)**

**SIGNATURE  
OF EXHIBITOR \_\_\_\_\_**