

Azle High School FCCLA Craft Fair
Rules & Regulations 2026



Azle High School



FCCLA
CRAFT FAIR

INSIDE AHS GYMS, CAFETERIA & COMMONS

Free Entry

VENDOR BOOTHS & FOOD TRUCKS

Saturday

October 3rd, 2026

9 AM-4 PM



**For more information: email
Mrs. Deramee at Azle H. S.
nderamee@azleisd.net**

Azle High School FCCLA Craft Fair
Terms & Conditions of the Craft Fair

The Azle FCCLA Craft Fair will take place on Saturday, October 3rd, 2026, at Azle High School from 9:00 AM to 4:00 PM.

- All vendors must sell inventory that is deemed appropriate to sell by Azle School District standards. Pictures of your products and stock should be emailed to the event coordinator at nderamee@azleisd.net. The link to pay through Azle ISD Revtrak for the craft fair will be emailed to you once your booth/space has been approved. Homemade crafts, themed items, products, or direct sale items that are approved for the Azle High School FCCLA Craft Fair are what you will need to bring to the show. The Craft Fair coordinator may choose to deny a vendor based on poor quality of product, inappropriate items per Azle ISD standards, and duplication of vendors.

- **No Live Animals will be permitted.**

- Vendors may not sell any type of alcoholic beverages of any kind or any products that are deemed to be unlawful for minors, such as vaping products, or any products that are deemed to be anti-American or inappropriate for a school-related event. No open flames, live animals, palm reading, or gambling will be permitted per district regulations. Only outside food trucks may prepare food onsite and only outside at their food truck/food booth. Diffusers will not be allowed for any oil booths due to people with severe allergies (no exceptions). Vendors found to be selling inappropriate items will be removed from the craft show and school premises. Refunds will not be given for the booth.

- This is a family-friendly event. Profanity, alcohol, and tobacco products are not permitted.

- Each vendor is solely responsible for paying all sales tax.

- Each vendor is responsible for their trash clean-up at the conclusion of the event. Walkways must remain clear at all times. Azle ISD Police Officers may be on-site at different locations, monitoring traffic and visitor safety.

- Only food trucks are allowed to sell food that is prepared onsite. All food vendors are required to obtain a temporary permit from the Tarrant County Health Department at their own cost. Under no circumstances will a food truck vendor be allowed to operate without a permit. As of last year, a City of Azle permit for food trucks must also be obtained, and it also requires an inspection by the City of Azle Fire Dept. Please contact the City of Azle for more details on their permit. Vendors must have a valid copy of the Tarrant County food permit and the City of Azle Food Truck permit with them on the property. We have to obtain our own permit from the City of Azle to hold the craft fair as well and have to give a list of the food trucks to them and we can't get our permit until all food trucks have the City of Azle one. Azle FCCLA and Azle ISD will not file the paperwork with the county or city for the food vendor. No food permits will be issued on the premises.

Tarrant County Health Department #817-321-4960.

City of Azle Permit contact:

Malinda Nowell | Sr. Admin. Asst.

Planning & Dev. | City of Azle

505 W. Main St., Azle, TX 76020

817-444-4178 | permits@cityofazle.org www.cityofazle.org/planningzoning

A copy or picture of your permit(s) should be emailed to the event coordinator, Mrs. Natasha Deramee, nderamee@azleisd.net. We have to get our own permit from the City of Azle as well.

- All vendors using generators or cooking food, please be aware that the Azle Fire Department may be inspecting your area on craft show day. If you have any questions, please contact the Azle Fire Department at #817-444-7051.
- Other vendors may sell pre-packed food items that were not packaged on Azle ISD property, but must be properly labeled with ingredients and sealed before purchase. Any open-air food must be distributed as *free* samples for advertisement for the pre-packaged product that you are selling. Such vendors would be operating under the Texas Cottage Food Law.

<https://texascottagefoodlaw.com/sb-572-summary/>

<https://texascottagefoodlaw.com/charging-sales-tax/>

- Azle FCCLA members will be available in each area (Cafeteria, each gym, Hall of Fame Commons area, Mall area & hallways leading to the gyms to help you with breaks for food or restrooms. They will not be allowed behind your table, but can monitor your area if you let them know you need a break.

- Booth Space -Your table can NOT be larger than your booth. Table rental is available through the Google form, and Azle FCCLA volunteers can help set up your table. When your booth is approved, and you are emailed the link to pay through Azle ISD Revtrak, add your table rental as well for your 10 x 10 booth if needed. This will be verified as paid before you receive your table. All tables rented must be returned to Azle High School FCCLA prior to your leaving Azle High School. For **5 ft table spaces only**, the 5 ft table will be provided as part of the cost. Vendors are required to have their own tablecloth and skirting for the table. Vendors can bring with them: faux walls, hanging racks, furniture, etc. We want you to create a mini storefront to attract many customers to your booth. 10x10 or 10x20 spaces allow for tent canopy height only. 5 ft table spaces might not have the 10 ft ceiling height needed for a canopy. Vendors are not allowed to encroach on another vendor's space. Any vendors not following this standard and/or outside the boundaries will be asked to immediately remove any display or item that is outside of their booth boundaries. We reserve the right to remove any vendor for violation of any rule, at any time, including set-up. Booths must be safely constructed and not constitute a hazard. Azle High School Administration & Staff, FCCLA advisors, and volunteers will be inspecting booths throughout the show to ensure safety for everyone at the Craft Fair. Vendors will be responsible for the safety of their booths. Movement of a space disrupts all involved and will only be allowed once we verify with a vendor that they will not be coming that day.

- All vendors are responsible for providing their own chairs.

Table rental is available, but you must sign for the table and sign out when it is returned. Price below. All vendors must sell from their own booths only. No soliciting from any area other than your own rented booth.

- Please do not bring latex products to sell or to decorate your booths with.
- Vendors will complete the Google Form for approval, pay through Azle ISD Revtrak, and be assigned booth spaces by the craft show coordinator. You will be contacted by email with your booth number, location, and other important information about one week before the event. If you have not received your booth number and location information at that time, please email nderamee@azleisd.net.

No refunds will be given for any booth, electricity, food truck booth, or table rental at the Azle FCCLA Craft Fair. No Live Animals will be allowed.

- Your items/table should fit in:

1 Booth 10x10 = \$65 - Only 1 Vendor allowed in this space. You must provide your own table and chairs. Table rental is \$10 each.

2 Booths side by side (10x20) = \$100. Only 1 Vendor/business is allowed in this space and should only advertise that one vendor.

5 ft. table hallway space only - \$40. This table is provided and already placed in your 5 ft spot. These spots will be in the hallways leading to the various gyms and the cafeteria to help with customer flow.

Food Truck Booth - \$65.

Table Rental is \$10 if needed for your booth. Please book and pay in advance so we can put the table in your spot in advance. Loose tables will not be available as we have to schedule these with the custodial staff.

Electricity for your booth. \$25. These spaces are limited and are pre-registered on a first-come, first-served basis. **Please email Mrs. Deramee at nderamee@azleisd.net to confirm electrical spots are still available before purchasing electricity for your booth.** Once these spots are filled, this will no longer be an option. **No refunds will be given for any booth, electricity, food truck booth, or table rental at the Azle FCCLA Craft Fair.**

Vendors keep all profits.

- We expect that you will make your booth attractive to customers, but it must still fall within appropriate school district guidelines.
- Vendors **will not** be allowed to move locations once a booth has been assigned to you at the show unless an open spot becomes available right before the show and *is verified* with the craft show coordinator, as this causes a disruption to all involved.
- Doors open to the public at 9 am. All vendors **MUST** be set up and ready for business at least 30 minutes before the Craft Fair's opening time. If a vendor is a no-show and not in the booth and set up 30 minutes before the show starts, you may ask to move there, but approval is still required from the Craft Fair Event Coordinator.
- **On Saturday of the show, vendors may not enter the school before 7:00 AM. There will be a check-in booth in front of Azle High School's main entrance.**

There will be an additional set-up time on Friday, the night before the show, **for 2.0 hours from 6 PM to 8 PM. Please allow us time to mark off the spots and place numbers before this time, as school is going on during the day, and we are unable to do it before that.**

Azle ISD Logo:

Azle ISD protects all District trademarks, including names, logos, mascots, and symbols, from unauthorized use. See [policy CY\(LOCAL\)](#) for information regarding "School-Related Use" and "Public

Use" of Azle ISD trademarks.

Contact the Director of Communications with any questions or to request permission to use the Azle ISD trademarks/logos at amoores@azleisd.net.

- **Some FCCLA volunteers will be on hand to assist you by helping to unload/load your car the morning of the show and the evening before. Azle ISD employees and FCCLA craft show volunteers will not be held responsible for any item that is broken, lost, or stolen.** (*The number of volunteers we have is dependent on parents bringing them early that morning, as many do not drive yet.*)
- All vendors are required and expected to attend the show in its entirety. Please do not begin teardown until 4 pm on Saturday. Some volunteers will again be available to assist you with a speedy move-out process. All vendors who begin teardown before 4 pm will run the risk of being refused booth space in future shows.

To apply:

****Vendors must:**

1. Fill out the Azle FCCLA Craft Fair Vendor Booth Application below on the Google form. This link will be on the DFW Craft Shows website only. Links to pay will not be on Facebook or Instagram. All information will be on the DFW Craft Shows website and in this document.

2. And, once approved, the link to Pay through Azle ISD Revtrak, will be emailed to you. Both the application and the Azle ISD Revtrak payment will be verified before spots are assigned and finalized.

Pay through **Azle ISD Revtrak only** or after approval by email, mail your check to Azle High School 3 weeks in advance.

3. Please do not pay anyone on Facebook or Instagram. We are advertising through DFW Craft Shows. There will be a Facebook event right before the show as a reminder for the public to come, **but no links to pay will be there.**

4. The Azle ISD Revtrak Link will be sent to your email once your application is approved. A Gmail email works best with the Google Form.

5. If you have any questions, please call Azle High School. If you have questions during the summer months, please email Mrs. Deramee at nderamee@azleisd.net.

All vendors must be approved, paid, and assigned a spot at least 1 week before the show.

*If you are an organization or business that must pay by check, please fill out the Google form to receive approval of your spot, and then once approved, mail your check at least three weeks before the event to allow our business office time to process and get paid information confirmed to the craft show coordinator. *Please don't mail your check during the summer months.*

Address checks to:

Azle ISD - FCCLA Craft Fair (FCCLA Craft Fair Booth in the memo line)

Mail to:

Azle High School

Natasha Deramee, FCCLA Advisor

Azle FCCLA - Craft Fair

1200 Boyd Road

Azle, TX 76020

Application:

1. Azle FCCLA Craft Fair Vendor Booth Application:
2. <https://docs.google.com/forms/d/e/1FAIpQLSfA6f2sC92hUbA2Hm0rrPECiGrCFbHIYCYmsCM0EiDUCEn2eA/viewform?usp=sharing&ouid=108121687980483921058>
3. Once your application is approved, you will be emailed the link to pay through Azle ISD Revtrak.
4. If you have never paid for anything through Azle ISD Revtrak, you will need to set up an account.
5. The following maps will be sent to you prior to the craft fair.
 - Cafeteria,
 - Mall/Counseling & Library Hallway
 - Gym 1 (Fine Arts gym)
 - Hall of Fame Commons Area
 - Gym 2
 - Gym 3
 - Parking Lots- Food Trucks, Traffic Flow
 - Vendor Parking
 - Azle Map