



32nd Annual Loma Prieta Holiday Craft Faire

2025 VENDOR INFORMATION & RULES

Benefits C.T. English Middle School's Home & School Club

EVENT DATES:

December 6 & 7, 2025

EVENT HOURS:

Saturday 10:00 am – 5:00 pm

Sunday 10:00 am – 4:00 pm

LOCATION:

Loma Prieta Gym & Community Center
23800 Summit Road, Los Gatos, CA 95033

VENDOR FEE:

\$250.00 per booth for the whole weekend.

SPACES/BOOTHS:

Booths are 10' x 10' (and there is enough height in the gym to put up a standard canopy)

DISPLAY ITEMS:

Please provide your own display items, tables, chairs and (optional) canopy

VENDOR SETUP TIMES:

Friday, December 5 from 5 – 8 pm

Saturday, December 6 from 7:30 – 9:30 am

ELECTRICITY:

Since upgrades in 2014, all booths can get access to electrical drops, but you must limit use to 400 watts and provide your own extension cords and lights.

**Gaffer tape is the only type of tape that can be used on the gym floor to avoid damage.* Please note on your application if you have additional or unusual electrical requirements.

RULES:

1. All items must be hand-crafted by the artist! Items entirely pre-manufactured may not be sold.

2. Artists who have never attended this faire before, must send either .jpg files or photographs of your work and a description or illustration of your booth setup to lomaprietacraftfaire@ctehsc.org. Alternatively, you can send a link to your website or your etsy, facebook, or Instagram presence. Please contact us with any questions.

3. Vendor applications will be accepted beginning on August 24th, 2025. Accepted vendors will be notified

on or before September 25th, 2025. We will have 40 full booths this year. We try to keep a variety of artists rather than have a majority in one category. Your application may be denied if other vendors in your category have applied.

5. You may not disassemble your booth early, arrive after opening, or leave before closing.

6. All vendors are responsible for filling out and submitting Form BOE-410-D to the Board of Equalization according to their instructions.

<https://www.cdtfa.ca.gov/formspubs/ctdfa410d.pdf>

7. You are not confirmed in this craft faire unless you receive an acceptance email on or before September 25th, 2025 and we have received payment in full by October 1st, 2025.

REGISTRATION APPLICATIONS DUE:

September 25th, 2025.

*Depending on space, we may consider additional applications beyond this date. Please reach out to lomaprietaholidaycraftfaire@ctehsc.org

CANCELLATION POLICY:

Before October 18, 2025 - Full refund

Before November 1, 2025 - 50% refund*

After November 1, 2025 - NO REFUND*

PLEASE INCLUDE THESE 3 ITEMS:

- Vendor Registration & Application form completed and signed electronically.
- A photocopy of your sellers permit or copy of your BOE-410-D form completed and signed.
- Photos of your goods and/or display

COMPLETE ONLINE APPLICATION:

<https://forms.gle/KRLuWNPZBoUT8H8t7>

Paper applications may be requested by email.

COMPLETE ONLINE PAYMENT:

Payment is due by October 1st. If you are accepted to the craft faire, a link will be sent to you to complete online payment.

CONTACT US:

E-mail: LomaPrietaHolidayCraftFaire@CTEHSC.org

<https://www.ctehsc.org/fundraising/holiday-craft-faire>