

Honpa Hongwanji Hawaii Betsuin Fall Craft Fair



May 17, 2017

Dear Prospective Vendor

We would like to cordially invite you to participate in the HHHB Fall Craft Fair



Saturday, August 12, 2017

9:00 am to 2:00 pm

Honpa Hongwanji Hawaii Betsuin

1727 Pali Highway

Honolulu, HI 96813

Please check your calendar and fill out the attached Vendor Registration Form if you would like to join us. See attached forms for details.

Space assignments (except for those requesting electricity) will be on a first-come, first-served basis. Please see attached layouts. The fee for each vendor is **\$50** in the air conditioned Social Hall, **\$40** in the Annex Hall (no air conditioning). HHHB will provide one (1) 8-0" table and two chairs, unless otherwise requested on Vendor Registration form. Vendor shall provide table covering, if desired.

Our hope is to raise money for the HHHB Building Fund, and give our local artists a way to showcase their arts and crafts. With your help and the help from our community, we will be able to create a wonderful fair. Also feel free to tell any other craft creators you feel may want to participate at our show.

Please return your reservation form as soon as possible as space is limited.

The reservation deadline is Friday July 21, 2017. Is two weeks enough time to coordinate table location assignments and send reconfirmation by email.

If you have any questions, please contact us by email at events@hawaiibetsuin.org

Mahalo,

Wendy Harman / Irene Nohara
HHHB Events Chairpersons

Honpa Hongwanji Hawaii Betsuin, 1727 Pali Highway, Honolulu, HI 96813



Honpa Hongwanji Hawaii Betsuin Fall Craft Fair



Saturday August 12, 2017
9:00 am to 2:00 pm
1727 Pali Highway, Honolulu, HI 96813

Yes! We would like to participate in the Honpa Hongwanji Hawaii Betsuin (HHHB) Fall Craft Fair

We understand space is limited and will be assigned on a first-come, first-served basis:

- Please reserve ___ qty vendor space(s) for us at **\$50 each** in the air conditioned Social Hall= \$ _____
- Please reserve ___ qty vendor space(s) for us at **\$40 each** in the non-air conditioned Annex Hall= \$ _____
- Checks shall be made payable to payable to "Honpa Hongwanji Hawaii Betsuin". All Payments are NON-Refundable. HHHB will provide one (1) 8-0" table and two chairs. Indicate table # for desired location: ___ 1st Choice, ___ 2nd Choice, ___ 3rd Choice (See attached layouts). Vendor will be contacted by email for confirmation of location assignment. Placement, flow and competition will be taken into consideration to provide the best experience for fair attendees. Vendor is responsible for the cost of moving in and out and is liable for any damage caused to the vendor space in connection with the exhibit. Ten Minute Loading/Unloading available by the Lusitana Street Parking Area Loading Dock, with access to an elevator. Vendors shall park at the gravel parking lot accessed via Hialoa Street or at the Kawananaoka School parking lot on Funchal Street. Vendors shall not park at the Temple Pali Hwy, Lusitana Street or Hongwanji Mission School Iliahi Street Parking Areas. Vendor Set up time from 8 am. Vendor shall be ready to sell by 9:00 am. Vendor assumes the responsibility for loss, expenses, claims, theft or destruction of goods or for personal injuries to him/herself, his/her employees, agents, representatives and will hold harmless the Honpa Hongwanji Hawaii Betsuin from any and all liability in connection with any and all of the above. Food Vendors shall provide Honpa Hongwanji Hawaii Betsuin with a copy of the State of HI Dept of Health PASS certificate. The vendor space shall be cleared and vacated by 3 pm. Vendor agrees that displays will not intrude on aisles or adjacent vendors; this includes any rails, stands or additional equipment. HHHB reserves the right to decline any application for space if it deems such action to be in the best interest of the HHHB Fall Craft Fair. By sending in payment, I hereby acknowledge that I have read the above and understand the terms and conditions of participation.

We need electricity. We will bring our own extension cords & cord strips, as necessary.

If you have special space needs, please indicate your request below and we will make every effort to accommodate you. We also need:

VENDOR INFORMATION

Company Name

Contact Person

Business Address

Zip Code:

Business Phone:

Mobile Phone:

Fax Number:

Email:

Questions? Please call HHHB at 536-7044 or email events@hawaiihetsuin.org

Registration and payment **due by Friday, July 21, 2017.**

Mail to: Honpa Hongwanji Hawaii Betsuin, 1727 Pali Highway, Honolulu, HI 96813

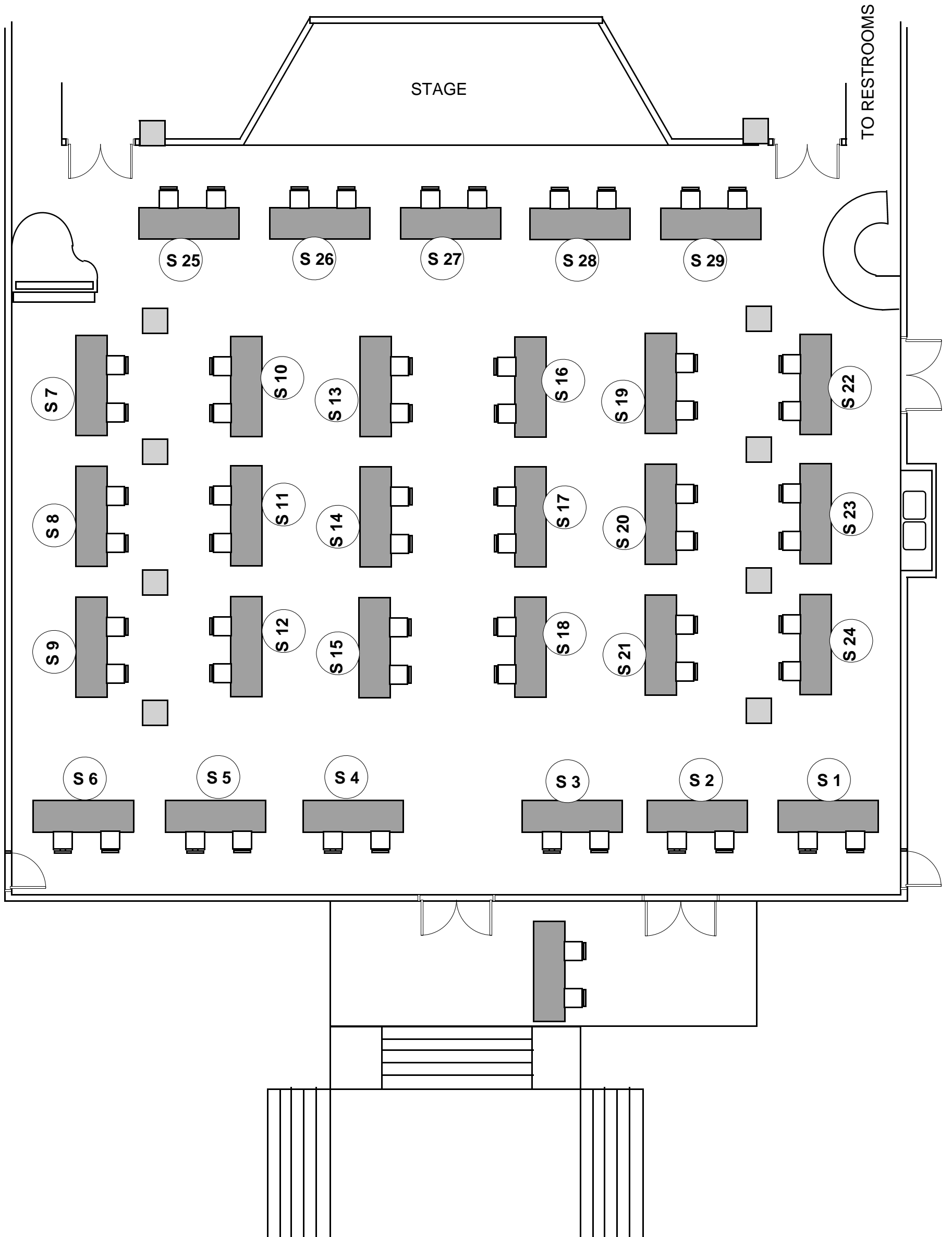
For HHHB Events Committee Use only:

Date form received:

Check number:

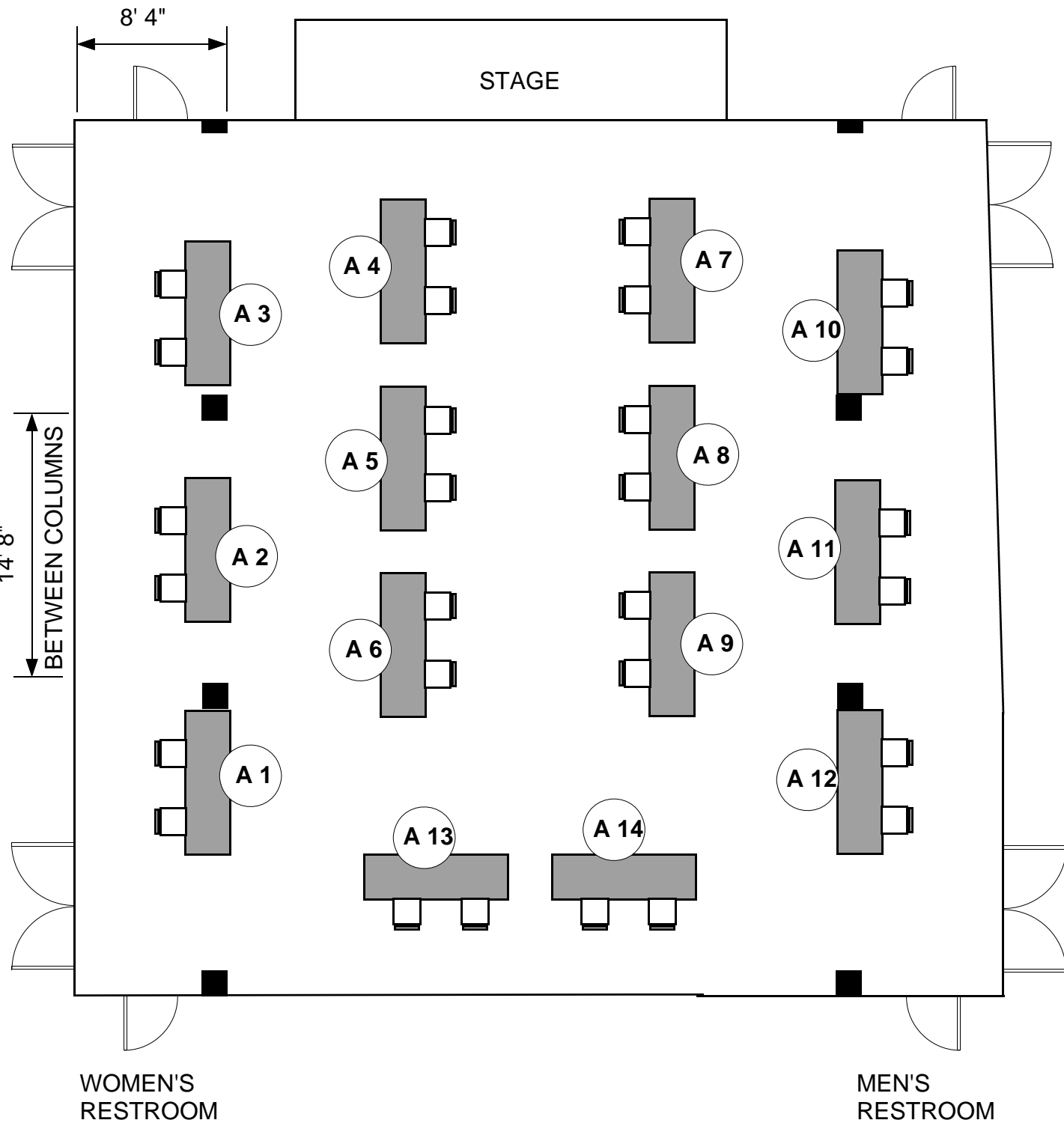
Date payment received:

Payment amount:



HONPA HONGWANJI - SOCIAL HALL FLOOR PLAN

APPROXIMATE DIMENSIONS



HONPA HONGWANJI - ANNEX FLOOR PLAN

APPROXIMATE DIMENSIONS