

**Duke University School of Nursing  
Staff and Workplace Advocacy Council**

*presents*

**3rd ANNUAL ARTS, CRAFTS & VENDOR FAIR**

*Share your extracurricular talents, support our students and shop locally for the holidays! All proceeds from the table fees go towards DUSON's Annual Fund to support our students.*

**Place:** DUSON Atrium

**Date:** Thursday, November 16, 2017  
10:00am – 1:00pm

**Booth:** 5 x 2 ft. table

**Rental:** \$25 space/per table; \$15/second table

**Vendors:** DUSON employees and students

Attached you will find an application for the 3<sup>rd</sup> Annual DUSON Arts, Crafts & Vendor Fair. A limited number of tables and chairs are available on a first-come, first-served basis. Applications received after November 3<sup>rd</sup> deadline will not be accepted.

Please note:

- All applications will be juried by the SAWAC Arts, Crafts & Vendor Fair Committee.
- Please remember to include an accurate description of your goods and/or services on the application.
- No perishable items - Items that require heating or refrigeration are not allowed.
- No trademarks can be displayed on your goods unless you have bought the license. **Any trademarks (Registered Logo's etc.) must have prior approval to use, and you must bring your license with you.**
- Please mail the completed application along with photos and logos (for promotional material) no later than **November 3** to [SON.SAWAC@dm.duke.edu](mailto:SON.SAWAC@dm.duke.edu).
- **Please do not send any money with your application.** If your application is accepted, you will receive a confirmation email that will indicate the amount due for booth rental.

If you have any questions, please email [SON.SAWAC@dm.duke.edu](mailto:SON.SAWAC@dm.duke.edu).

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**3rd ANNUAL ARTS, CRAFTS & VENDOR FAIR APPLICATION**

Date: \_\_\_\_\_

☐ Staff

Name: \_\_\_\_\_

☐ Faculty

Phone: \_\_\_\_\_

☐ Student or Alumnus/Alumna

Email: \_\_\_\_\_

☐ Not DUSON\*. Sponsor's Name: \_\_\_\_\_

\_\_\_\_\_  
\*DUSON sponsor must be present for duration of event.

Description of Goods/Services: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

No. of Tables: \_\_\_\_\_ No. of Chairs: \_\_\_\_\_ Electricity: ☐ Yes ☐ No

Additional Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Application Deadline: November 3, 2017**

**Please send your application and photos and logos to: [SON.SAWAC@dm.duke.edu](mailto:SON.SAWAC@dm.duke.edu)**

On behalf of SAWAC, we thank you for your interest in our Annual Arts, Crafts & Vendor Fair. We look forward to working with you.

**If your application is approved, payment must be received by November 10, 2017.**

Please make checks payable to:  
**Duke University School of Nursing**

Please send checks to:  
**DUMC 3322**  
**Attention: Nanika Rhodes**

**For SAWAC Use Only**

Application Received: \_\_\_\_\_

Amount Due: \_\_\_\_\_

# of Tables: \_\_\_\_\_ # of Chairs: \_\_\_\_\_

Electricity: \_\_\_\_\_

Date Paid: \_\_\_\_\_ Check #: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_