Optimist Club Use ONLY:

Completed application received by club on: _____

Do not write in this space

APPLICATION FORM FOR 2026 CRAFT SHOW

DECEMBER 5 & 6, 2026

For best pricing, mail form with pictures and remittance (no currency please) to arrive by Nov. 1, 2026

Optimist Club reserves the right to refuse any application. *Fees refunded if application is not accepted.*

PLEASE PRINT CLEARLY.

NAME: _____ **PHONE:** _____

ADDRESS: _____ **CITY:** _____ **ST:** _____ **ZIP:** _____

DESCRIPTION OF CRAFT(S): _____

HAND-CRAFTED ITEMS ONLY. PLEASE SEND PHOTO(S) OF DISPLAY WITH APPLICATION.

Indicate quantities below. You must choose AT LEAST ONE Corner or Aisle space.
If you request both corner and aisle spaces, they will be adjoining (see example floor plan on our website).

I need	------	indoor **CORNER** spaces (10 ft x 10 ft)	@ **$90.00 each before November 1st or $100.00 each after November 1st**	**TOTALING**	**$**
I need	------	indoor **AISLE** spaces (10 ft x 10 ft)	@ **$80.00 each before November 1st or $90.00 each after November 1st**	**TOTALING**	**$**
I need	------	**TABLES** ($2^{1/2}$ x 8 ft long)	@ **$10.00 each** for both days	**TOTALING**	**$**
I need	------	**ELECTRICAL OUTLETS** in my booth	**@ $25.00 each**	**TOTALING**	**$**
				TOTAL AMOUNT INCLUDED:	**$**

PLEASE BRING YOUR OWN CHAIRS; CHAIRS ARE NOT PROVIDED. NOT RESPONSIBLE FOR THEFT OR ACCIDENTS.
VENDORS WILL BE REQUIRED TO PURCHASE A VENDOR'S LICENSE FROM THE CITY OF WEST PLAINS.
VENDORS WILL BE REQUIRED TO PAY SALES TAX TO THE CITY OF WEST PLAINS

I understand that if I cancel my booth space(s) **BEFORE** Nov. 1, 2026, I will forfeit $5.00 of the amount I have submitted per booth, but I will be refunded the remainder; cancellations **AFTER** Nov. 1, 2026, may result in forfeiture of entire amount. I understand that if my payment is returned for insufficient funds my application will be canceled; if I re-apply I will be responsible to reimburse any related fees.

Signed: _____ Dated: _____

SEND FORM WITH PAYMENT TO: West Plains Optimist Club, P.O. Box 873, West Plains, MO 65775

FOR CONFIRMATION, ENCLOSE A LEGAL SIZED SELF-ADDRESSED STAMPED ENVELOPE WHEN MAILING THIS APPLICATION BACK TO THE OPTIMIST CLUB. NO CONFIRMATION WILL BE SENT OTHERWISE!

Check our website *wpOptimist.org* for updates and set-up info as the show approaches.
You will need to check in when you arrive to set up for the show to learn the exact location of your booth(s).

44rd Annual "Holiday Season" Arts & Crafts Show & Sale

Dear Craftsmen:
The West Plains, Missouri Optimist Club welcomes you and your crafts to the Annual "Holiday Season" Arts & Craft Show & Sale.

We encourage you to bring any tables necessary to display your crafts; however, extra tables are available on a first come basis for a small fee. Tables must be covered with attractive coverings, which reach the floor. Please bring your own chairs. Chairs are not provided.

(ARTS AND CRAFTS)
The two-day booth space will be $80 each, corner space $90 each, electricity $25 each, tables $10 each.

The application deadline is November 1st.
All applications received after November 1, 2026 will cost an additional $10 per space.

GENERAL INFORMATION

1. Types of Items Displayed & Sold: **Handmade and crafted items**...We discourage kits and flea market items. Photos of display requested with application. You may be asked to remove some items.
2. Doors to the Civic Center will be opened at 12:00 p.m. to 7:00 p.m. on Friday, Dec 4th for early arrivals to enter.
3. Hours of Show & Sale: Saturday, December 5th, 8:30 a.m. through 5:00 p.m. Sunday, December 6th, 10:00 a.m. through 3:00 p.m.
4. Concession stands/Food Trucks will be available providing food and drink.
5. NO alcoholic beverages will be allowed on the premises.
6. Local motels and their phone numbers recommended by Optimist Club near the Civic Center (all within a 10-minute drive) are as follows:

WEST PLAINS MOTEL	(417) 256-4105	SUPER 8 MOTEL	(417) 256-8088
QUALITY INN	(417) 257-2711	HOLIDAY INN EXPRESS	(417) 257-3000
BAYMONT INN	(417) 257-3067	HAMPTON INN	(417) 255-0442

7. We ask that you open and maintain your booth according to the open hour schedule. DO NOT close early as early departures detract from the show. Exhibitors who leave early will not be allowed to enter future shows.
8. For more information call: Amy Ross (417-255-6091) or go to our website at wpoptimist.org.
9. The entire show is usually sold out within 20-30 days of mailing of contracts.
10. All 155 booths are 10' x 10' in dimension; however, some may vary slightly.
11. The two-day show brings in a substantial number of shoppers.
12. Extensive advertising over a 100-mile radius of West Plains is done on television, radio, newspapers, as well as national craft publications; however, the best advertising is YOU, the craftsmen.
13. The Civic Center facilities are rented by the Club for the event.
14. Photographing and drawing of the exhibitors' crafts will not be allowed during the show.

RESERVING OF BOOTHS (READ CAREFULLY)

1. Applications will be numbered in order that they are received back to our post office box. Final acceptance of applications will be made by the committee.
2. Similar crafts such as ceramics, etc. will not be placed side by side if we can help it. We try to accommodate special requests of booth spaces. Please keep in mind these spaces are not guaranteed. Final decision on all matters pertaining to the show will be made by the West Plains Optimist Club in order to promote a very desirable show for all involved.
3. Any craftsmen not checked in by 8:00 a.m. the first day of the show may forfeit that booth in the event other craftsmen want to rent that booth.
4. **All vendors must have a valid West Plains city vendor's permit and comply with sales tax requirements.**

**Please send a self-addressed, stamped envelope with your completed contract and booth fee and we will send you confirmation of your reservations; NO CONFIRMATION SENT OTHERWISE!

Sincerely,
Arts & Crafts
Program Committee
(417) 255-6091
Wpoptimistartsandcraftshow@gmail.com