

# Allen FFA Craft Show 2020

## Covid-19 Statement/Plan of Action

Dear Valued Vendors,

I apologize for just reaching out to you! We have had multiple conversations over the spring and summer months to determine if the craft show would be a possibility this year. After much deliberation we will continue to move forward with plans to host our annual Allen FFA Craft Show at Allen High School. The school has approved the reservation of the facility and we are optimistic that the event will happen on Saturday November 14<sup>th</sup>.

In planning we are going to do so a bit different than in years past and pray that all goes well. To avoid any issues if we are forced to cancel at the last minute we will pre-register via computer or if you need to mail an application and you will pay upon arrival at the event.

### **Areas and thoughts that we will have to accommodate our vendors, to allow for your level of comfort is as follows:**

- Pay upon arrival to avoid any anxiety, if at any time you become uncomfortable with the health risk or if the school district has to force a cancelation you will not have to wait to be refunded.
- We will still have pre-set up on Friday November 13th 5pm – 10pm ( the outside vendor areas would need to wait and set up on Saturday because we would not have security for the outside spots like we do for the inside spots)
- Outside (front entrance to Allen High School) vendor spaces available located on the concrete front entrance.
- Hallway outside of the cafeteria and the hallway leading from the main entrance of the High School to the cafeteria are alternate vendor spaces.
- Cafeteria vendor area: I will have the walkways marked and you will be able to pick your spot when you get here, so you space according to your comfort level and we will mark spaces if you wish to give yourself social distance from other vendors.
- If you are a returning vendor you can let me know to pre-mark your favorite spot and I will do so.
- Booth space will be one price for your desired size, so that as you set up you can determine how much space you need (\$50 per vendor) Please do not combine with another vendor, honesty policy :)

You will not have to pay for electricity, but if you need it when locating your booth space you can set up close to an outlet or bring you extension cords so you can run them to the electricity.

- **Deadline to pre-register: Friday November 6<sup>th</sup>**
- Required face mask coverings for all in attendance
- Hand Sanitizer stations will be set up throughout the event location to provide proper sanitation measures for all in attendance.
- Concessions will only be prepackaged snacks and drinks, so plan accordingly.
- Spread the Word! We will have plenty of space to spread all the vendors out and stay socially distant.

I hope that these measures make you feel comfortable and know that we will be super flexible so that you can bring your valuable items to our show and sell to the Allen community. I know it will not look the same as previous years, but I have full faith that it will all work as planned by his GRACE.

Our vendor registration can be done 1 or 2 ways:

1. Mail in your vendor application as in years past
2. Fill out the google form, from the provided link

**\*\*Confirmation will be sent to you that your pre-registration was received\*\***

**\*\*If you want a specific spot please put it on the application, so that I can make those accommodations\*\***

We look forward to seeing you on Saturday November 14<sup>th</sup>! Please share with any vendors that you know that may be interested in participating and come out to sell their product after being quarantined for several months with products to sell.

Warmest Regards,

Allen FFA

Allen High School

Agriculture Science Department ~Teachers and students

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**Pictures of the areas that will be available for vendor set up:**





