



Hi All,

It's time to start planning for WeFF 2016. Our festival will be held Sunday, November 6, 2016, in Torrance, CA. We will use the Torrance Cultural Center layout that worked so well the last few years. The Toyota Room, the Assembly Room, and both Lobbies will be available for vendor venues. The Auditorium will be used to introduce, inform, demonstrate, stage a fashion show, raffle donations from vendors, and teach the art of weaving to the community. No vendor booths will be in the auditorium.

Booths will be reserved on a first paid/first reserved basis. **This year we will have a password on the PayPal page during the first week in June to allow previous vendors to get their deposits in before new vendors.** We were sold out by mid-June last year, so don't delay! Our PayPal account continues to be your best option to pay for your booth, but you may also send a check. We will receive your payment more quickly if you use PayPal.

In order to accommodate more vendors in the rooms available, we will continue to use the same policies as last year.

1. All vendors will be limited to four (4) booths maximum. There are **only two (2)** 16'x16' booths available.
2. All single booths must be paid in full when you reserve your space.
3. All multiple booths may be paid in two installments with the final payment due on August 1, 2016.
4. If the balance is not paid by August 1, 2016, your spot will be given to the next vendor on the waiting list and your deposit will be returned.
5. If we have enough vendors that are interested, the Plaza between the buildings is outside with no guarantees on weather. You must provide your own pop-up canopy, tables and chairs. There will be no refunds or space-juggling for bad weather.

Attached is the new 2016 vendor form with instructions on how to use PayPal. All booths will be reserved on a first come/first served basis, so please get it back to us as quickly as possible.

We plan to have an “army” of volunteers ready at 6:30 a.m. to provide you with coffee, doughnuts, and to mark each spot to help eliminate any confusion where you may set up your booth. This year we will not provide lunches for vendors, but we will have lunch options for sale for both vendors, volunteers, and festival attendees. (No food truck)

The entrance fee to the public will be lowered to \$6.

My contact information is:

southbaybeachbum@gmail.com

I will get back to you as quickly as possible. I am a high school teacher and may not be able to get back to you until before or after school. Please remember that WeFF is organized and run by volunteers who love the event and want to provide you with an opportunity to be profitable, as well serve the fiber community.

All the Best,
Shelly Thompson