



## Whitnall Park Rotary Club

P O Box 62  
Hales Corners, WI 53130  
<http://www.whitnallparkrotary.org>

## CRAFT FAIR

**Saturday, December 5, 2026**

9 a.m. – 3 p.m.  
Whitnall High School (5000 S. 116<sup>th</sup> St, Greenfield)

Do **NOT** call the high school!!!! This is a Whitnall Park Rotary Club's event; NOT the Whitnall School District's.

### MERCHANDISE

- **ALL items in the booth must be handmade/ handcrafted. NO items purchased from catalogs, etc. are to be sold at the Craft Fair. NO home party merchandise.** If you are planning to display commercially produced items or items that you and/ or your family have not created, do **not**.
- Our fair features handmade/ handcrafted items or items with significant artist/crafter work when purchased materials are used. Purchased items **MUST** have significant work by the crafter/ artisan.
- We reserve the right to limit the number of booths displaying a type of craft or item (e.g. jewelry).

### SET-UP

- NO need to check-in. Just go to your assigned booth. Set-up **begins at 7:00** a.m. Saturday. No set-up Friday evening.
- Main level booths A, B, C, D: Main entrance #1 west side at C01; Band entrance #30 west side at B10; Library entrance #27 south side at A17; Southeast corner #24 at D01; East side #23 at D07-08; East side #24 (a few steps) at D17-18. You can use the elevator from the loading dock to go up to D18-34. (Elevator requires a fob to go down.)
- Lower level booths E, F, G, H, R: Courtyard north side near F12; north side door at G01; Delivery dock east side of the school--use the lift platform. Gym door west side near F21 is **NOT** available.
- Set-up must begin before 8:00 a.m. Failure to begin set-up by 8:00 a.m. means:  
\*we consider the booth vacated and the booth fee forfeited  
\*we may reassign the booth
- Booth set-up must be completed before 8:50 a.m. All aisles must be open and safe for public access.
- **Vehicles must be moved to the Middle School lot (across the street) or, for the less mobile, to the small lot behind (east of) the High School when unloading is completed.**
- We provide 2 plastic folding chairs. We do **NOT** provide tables, carts/ dollies. We will try to have Scouts & Scout parents, Honor Society members, and/or similar student groups available to help unload/ load.
- Booth numbers are indicated on the booth sign attached to a chair in the booth. Please, post the sign in/ on your booth.

### ELECTRICITY

- If you will be using electricity, bring a multiple outlet strip, long extension cord and duct tape. Cords may **not** extend across an aisle.
- Crafters/ artisans share the outlets. In corridors D & G, classrooms may also be opened for electrical access.
- **NO** electricity available in E11-E26, R.

### WI-FI & ATM

- Whitnall High School has a public Internet path that does **not** require a password.
- There is an ATM in the main lobby.

### PARKING

- We reserve parking on the west (116<sup>th</sup>) side in front of the school and south (tennis courts) area of the High School for Fair attendees. These are **your** customers. Let's make it inviting for them
- After unloading, **immediately move your vehicle** to the Middle School lot (across the street) or, if less mobile, to the small lot behind (east of) the High School.
- Note: failure to move your vehicle may result in rejection of your application for future fairs.

## **FOOD**

- Coffee is free to crafters in the Cafeteria kitchen and from the coffee carts. Coffee carts also sell breakfast sandwiches and donuts.
- We can deliver pre-ordered lunch to your booth. Form will be in your booth packet Saturday.

## **RAFFLE**

- It's the type for which customers drop their purchased tickets into the buckets of the items they would like to win. You will receive a certificate for your booth and a thank you letter.
- We do appreciate your donation.

## **END OF THE FAIR**

- Do **not** begin to take down or to remove items from your booth before the 3:00 p.m. closing. Failure to observe this time frame may result in your application for future fairs being refused.

## **WHAT WHITNALL PARK ROTARY DOES**

### **• EDUCATION**

**Award** five \$3000 academic scholarships (\$15,000) annually to college bound seniors from Greendale, Greenfield, Martin Luther and Whitnall high schools.

**Award** two \$1000 (\$2000) scholarships annually for technical/vocational school bound residents of Greendale, Greenfield and Hales Corners.

**Awarded** over \$7000 as education grants to teachers in the public or parochial schools in Greendale, Greenfield, and Hales Corners for innovative projects since the 2024-2025 school year.

**Funded** Greendale second grade supplemental reading program via a District 6270 grant. Read with the 2<sup>nd</sup> graders.

**Support** youth Summer Reading Programs at the Greendale, Greenfield, and Hales Corners public libraries annually.

**Assisted** with and provided funding for the outdoor classroom at Muskego-Norway School District.

**Supplied** winter coats, hats, gloves, boots, and ski pants for Greenfield, Greendale and Whitnall District students as needed via District 6270 grants.

### **• ENVIRONMENT**

**Created** a fully accessible pathway into Boerner Botanical Gardens and a memorial Circle; built a new bridge near the Circle; replaced the fountain pumps; repaired the fish ponds.

**Pick up** trash along Forest Home Avenue through the Adopt a Highway program semi-annually.

**Plant** trees for Arbor Day celebrations annually.

**Supported** clean water projects in Guatemala 2019 & in El Salvador 2019; supported water & sanitation project in El Salvador 2021 & 2022; supported water, sanitation & electrification projects in Kohler Gold Fields, India

### **• FOOD SCARCITY**

**Support** three local food pantries; provide bag lunches for a shelter; worked at Feeding America warehouse.

**Support** and work at Muskego Feeds.

### **• OTHER**

**Provide** Christmas presents and a meal for Healing Hearts of Southeast Wisconsin children and accompanying adults.

**Support** Eagle scout projects.

**Supplied** medical equipment in Punta Gorda.

**Support** many other local/ regional projects.



If you use Venmo to pay your booth fee, please, note this at the top of your application.

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