

OU Staff Week Craft and Hobby Fair **Call for Entries**

Deadline: Wednesday, October 17, 2025

The Staff Week Committee is happy to sponsor the Craft and Hobby Fair. The fair will be held in the **Molly Shi Boren Ballroom of the Oklahoma Memorial Union** (900 Asp Ave).

Wednesday, October 29th, 2025

Participation is open to OU Staff (current and retired) and/or their families. A staff person must be present at the booth at all times. If you plan to offer items to sell with any reference to OU/The University of Oklahoma, you will need to provide a copy of your Collegiate License along with your application for the Craft & Hobby Fair. There is no charge to participate, but a craft item donated for use as a door prize would be greatly appreciated. You will be responsible for setting up and taking down your booth. One (1) table and two (2) chairs will be provided for each participant. Table coverings will not be provided and vendors are encouraged to bring their own. Space is very limited and early entries are encouraged. With the change in venue crafters will be able to park in the Asp Ave. parking garage and will need to pay the standard hourly rate. Also, if you signed up last year, but did not attend **and did not notify the committee**, you will be placed on a waiting list and if space is available after the deadline, will be added at that time.

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Name of Crafter:

Name of Staff member (if other than crafter)

Dept:

Phone:

Email:

Name of Craft or Hobby

If you have any questions or need information regarding accommodations relating to a disability, please contact: Jessie Tate at jtate@ou.edu

To reserve your space, please provide the information requested above and email the form to Jessie Tate at jtate@ou.edu. You can also send through campus mail: OK Bio Survey 111 Chesapeake St.