



Book Fair

Host Your Book Fair in 4 Easy Steps!



1. Plan and Promote.

Spread the word about your Book Fair using the customizable promotional materials found at www.CommunityBookFairs.com/marketing.



2. Host.

Set up your display using the materials from this box, take orders (your shopper order forms are in this packet), and gather sweepstakes entries. You can download a host order form, sweepstakes sign-up sheet, and additional shopper order forms at www.CommunityBookFairs.com/marketing.



3. Place your Order.

Use the host order form to combine orders from all of your shoppers, and place your order at www.CommunityBookFairs.com/user. An additional 20% will be taken off at checkout if your order exceeds \$200. The difference is yours to keep as the fundraising element of your Book Fair. Free ground shipping will be automatically applied.



4. Wrap Up.

Submit your sweepstakes entries by scanning and emailing the sheets to bookfair@communitybookfairs.com or mailing them to Beaming Books, 510 Marquette Ave S., 8th Floor, Minneapolis, MN 55402. Once a month, we will draw a winning shopper AND a winning host to each receive a \$100 Visa gift card. The more addresses you collect, the greater your chances of winning!

Questions?

Visit www.CommunityBookFairs.com
or email bookfair@communitybookfairs.com



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