

Halifax Youth and Recreation Department
Craft Fair to benefit HOPS Playground
March 10, 2015
Halifax, MA 02338

Dear Crafters and Vendors,

Thank you for your interest in participating in this year's fair. We look forward to working with you as we get ready for a festive Halifax weekend event. The date we have chosen for our fair is **May 2, 2015** and it will be held in the Halifax Elementary School Gym on Route 106. Doors will open at 9 a.m. and close at 3 p.m., participants may begin set-up as early as 7:30 am.

This fair is open to both crafters and vendors. Spaces will be available for \$30.00 per square. A square will be 6 ft. limit for each table space. (Maximum of 2 spaces per crafter or vendor.)

A raffle item (or 2 items if participating in both days) in the minimum value of \$10 gift certificate or scratch tickets of any amount is required for our raffle table. Raffles must not be a craft or vendor item. No cash please and please turn it in upon check in the day of.

Participants are asked to bring their own set-ups, tables, and tablecloths for display purposes. For the additional price of \$10.00 each table you may rent a table but no more than 2 tables are available per crafter/vendor. Also folding chairs are available to rent for \$5 for 2 chairs and there is a 2 chair maximum to each table.

We are setting up on the gym floor and any tables or chairs that may scratch the gym floor will not be allowed. Please bring mats for tables that may scratch the floor. There will be no electric outlets available. We will supply extra folding chairs if needed. **PLEASE READ AND REVIEW THE RULES AND REGULATIONS attached to the application form.**

Publicity will include notices sent home to the families of the children who attend the Elementary School, posters, local cable and newspapers, and various web sites.

Checks should be made out to:

Richard Steele, Director
Halifax Youth and Recreation Department
9 Clyde O. Bosworth Rd. Halifax, MA 02338

All spaces will be sold on a first-come, first-served basis, but we will do everything within our power to meet your needs. Once payment is received we will email you confirmation of payment. All proceeds from registration, raffle, and table/chair rentals from this craft fair will benefit the Rebuilding of the HOPS Playground. This form may also be found on the Halifax Youth and Recreation website. **halifaxyouthandrec.org**

Thank you,

Christine Herrick, Program Coordinator 774-283-2965 christiey831@aol.com
Richard Steele 781-294-1215, Director