

The 1st Annual "Light of Christmas" Craft Fair
St. Thomas Aquinas High School
197 Dover Point Road
Dover, NH
Saturday, December 11, 2021

Dear Crafter:

St. Thomas Aquinas High School is pleased to announce our first annual "Light of Christmas" craft fair. Proceeds generated by the fair will help support student activities at St. Thomas Aquinas High School. As this will be a "handcrafted only" fair, we are looking for a variety of artisans in the following categories: woodworkers, knitters, painters, crafters, jewelers, bakers, photographers, and musicians as well as many others. No direct sales please. We reserve the right to limit the number of vendors in a single category. Decisions of the STA Craft Fair committee are final.

1. We will be setting up the craft fair in the gymnasium. Downstairs in the cafeteria, in the morning, a breakfast with Santa event will also be taking place which we hope will help to generate foot traffic for the craft fair.
2. Loading and unloading instructions will be forwarded to accepted vendors and we ask that once unloaded, crafters park in the far lot as directed so that closer parking will be available for our customers.
3. Please Note: Spaces will be assigned to allow for variety as people browse the craft fair. We will also be following CDC recommendations as available at the time of the fair which may include plans for traffic flow, social distancing, use of masks by both vendors and customers, etc.
4. Crafters will need to supply their own chairs, racks, etc. A limited number of tables will be available for \$10.
5. Prices will be based on 8'x6' spaces
Single space - \$25.00. Double space - \$50.00 (2 space limit) if application is received by October 1, 2021. Single Space-\$35.00 if application is received after October 1, 2021.
Application Deadline: November 1, 2021.
6. There will be a \$10.00 charge for the use of electricity. There are a limited number of outlets available in the gymnasium. We will do our best to accommodate requests for electricity. It will be available on a first-come first-serve basis. Please bring your own extension cords. Please note: Cords can not cross walkways
7. Crafters are expected to donate an item to be raffled with an approximate value of \$10-20. We will have someone come around to pick up the raffle item at your booth so please have one ready for them by 8:30 am. Please be sure to attach your business card or some form of identification to the item.

8. We will have students available to assist you in unloading your merchandise. After unloading please move your vehicle to the far parking lot behind the school located closest to the baseball field. We need all of our spaces around the entrance for paying customers.
9. St. Thomas Aquinas High School has been designated a smoke-free environment.
10. **Please do not pack up your booth or leave until AFTER 2:00 pm!**
11. Our hope is that the ongoing efforts to mitigate the spread of Covid-19 will allow us to hold this event this year. However, should circumstances change, St. Thomas Aquinas reserves the right to cancel the craft fair at any time and all fees collected will be returned to vendors. STA assumes no risk or liability due to your participation in this craft fair.

We thank you for your support of St. Thomas Aquinas High School and our student activities through your participation in our inaugural craft fair.

If you have any questions, please contact us via email at stacraftfair@stalux.org.

We are looking forward to seeing you on Saturday, December 11, 2021.

Thank you,

St. Thomas Aquinas High School Craft Fair Committee