

Annual Craft Fair & Fall Home Showcase

Saturday, November 18, 2023/10:00 a.m. to 4:00 p.m.

Mary Mother of God Parish
316 Williams Street
Scranton, PA 18508
(570) 342-4881

RESERVATIONS AND FULL PAYMENT DUE BY October 31, 2023 (Contracts and payments received after this date will be put on a waiting list)

Company or Craft Name: _____

Type of Craft or Product: _____

Vendor Name: _____

Address: _____

Phone: _____ E-mail: _____

Space Fee (8' x 8' - approximate) **\$40.00** each vendor space can include a table and two chairs. There is a limited number of additional tables at \$10.00 per table, **one per vendor, please. Please** indicate your choices below:

of vendor spaces _____ x \$40.00 Yes, I will need a table with my space _____
No, I will supply my own table _____

of additional tables _____ x \$10.00 per table (**Please one per vendor**)

Total Enclosed: _____ (Check or money order payable to Mary Mother of God Parish)

PLEASE NOTE NO MORE THAN 3 TABLES ARE PERMITTED IN ONE VENDOR SPACE.

Special Needs or Requests: _____

Reservations and special requests will be accepted on a first come - first serve basis. **Payment in full will determine specific booth space and requests.** Please send payment (check or money order) with this completed reservation form, or drop off at the Rectory.

Questions may be directed to Beth Jenkins; 570-335-2556 or Mary Claire; 570-498-4853.

Thank you for your support!!!

The vendor is solely liable for any and all loss, damage, or injury to its merchandise, property, or its employees while on the premises of Holy Cross High School on the above date, regardless of the cause of said loss or damage, be it fire, theft or otherwise. Vendor shall hold the sponsor harmless from any and all claims, which may arise from such loss or damage. The vendors understand that their liability runs from their initial entry onto the property of Holy Rosary Center on Friday November 17, 2023 until they have completely dismantled their booth and left the property on Saturday, November 18, 2023.

I have read and agree to the conditions outlined:

Authorized Signature: _____

Mary Mother of God Parish
316 William Street
Scranton, PA 18508
Phone: (570) 346-7541

Annual Craft Fair and Home Showcase

Fair is being held at Holy Rosary Center, Corner of W. Market St. & Wayne Ave.

The Craft Fair will be open from 10:00 a.m. until 4:00 p.m. on
SATURDAY, November 18, 2023

- Holy Cross will provide the vendor with one 8'x8' booth space at a cost of **\$40.00**. This includes one table and two chairs if needed;
- Vendors must cover or skirt all tables;
- Extra tables are available for **\$10.00 per table** (6 foot) on a first come/first serve basis — one per vendor, please;
- Boxes are to be stored under the table to keep area and room neat and orderly;
- Set-up will be held on **Friday, November 17, 2023, from 6:00 pm – 8:00 pm & Saturday November 18, 2023 between 8:00 AM – 10:00 AM.**
- Vendors may arrive no earlier than 8:00 AM on Saturday, November 18th;
- Booths must be completed and ready to open at 10:00 a.m. the day of the fair;
- Vendors must not infringe upon the space of adjacent vendors at any time.
- Payment in full and contracts due by **October 31, 2023**; if received after that, you will be placed on a waiting list.

The property owners will not permit anything to be nailed, stapled or otherwise fastened to the walls, floor, bleachers or any other parts of the building.

- No vendor will be allowed to break down his/her booth before 4:00 p.m. on Saturday, November 18, 2023;
- All booths must be dismantled by 6:00 p.m.;
- Vendors agree to be responsible for cleaning their rented area and removing any trash;
- Set up and breakdown of the booths is done at the sole risk of the vendor.

PLEASE NOTE: Mary Mother of God Parish will attempt to keep "like" vendors (i.e. jewelry, purses, hair bows, etc.) to a reasonable number; however, this is not a 100% guarantee.

DUE TO THE OVERWHELMING DEMAND OF VENDORS, PLEASE RETURN YOUR SIGNED APPLICATION AND FULL PAYMENT AS SOON AS POSSIBLE TO GUARANTEE YOUR SPOT.

Questions may be directed to Beth Jenkins, 570-335-2556 or Mary Claire Boylan (570) 498-4853 or Mary Mother of God Parish (570) 342-4881

Thank you for your support!!!