

September 25, 2023

Dear Holiday Crafter:

You are invited to participate in the St. Matthias School Home School Association's (HSA) **Annual Christmas Craft Fair on Sunday, December 3, 2023**. It has been our pleasure to host this traditional event to mark the beginning of the Holiday season. We are looking forward to yet another great year, and we do hope that you want to help us make it the best Holiday Craft Fair yet!

This well attended, successful show **proudly features handcrafted and unique gift items**. Hours of operation will be **9:00AM to 2:00PM**; crafter set up begins at **7:00 AM**.

The cost is \$50.00 for each 8 X 21/2 ft. Table, or if you do not require a table, \$45.00 for each 8X 21/2 ft Space. **Wall spaces and electrical outlets are very limited, and these locations are filled on a first-come, first-served basis**. We encourage you to return your application immediately if you will need wall space or require electricity for your display.

Crafter space for this Christmas Craft Fair consistently sells out, so once again we encourage you to return your completed application **as soon as possible**. The show will take place in the school cafeteria. Table/space locations will be assigned on a first-come, first- served basis. Please complete the enclosed agreement and mail it along with your check made payable to "**St. Matthias HSA**" to:

Colleen Eriksen 63 Culver St Somerset, NJ 08873

**Please note that your checks may not be cashed until late November.**

Each year, the HSA conducts a raffle of baskets containing handcrafted items. We would be *most grateful* if you would consider supporting this effort by contributing an item of your creation! *This is entirely voluntary*; simply indicate your interest on your contract.

Should you need to cancel, please notify me by email at [colleenmeriksen@aol.com](mailto:colleenmeriksen@aol.com) or by phone at (732) 715-3471 so that I may attempt to fill your space. Refunds for cancellations will be made prior to the Craft Fair **only** if your space can be filled by a crafter on the wait-list.

**No refunds are made for no-shows**. Thank you so much for your continued support of the St. Matthias Christmas Craft Fair. We look forward to another successful event!

Kind regards,

Colleen Eriksen & Laura Albanese  
St. Matthias Christmas Craft Fair

P.S. Please notify me if you no longer wish to remain on this mailing list.

**ST. MATTHIAS**  
**HOME SCHOOL ASSOCIATION**  
**CHRISTMAS CRAFT FAIR CONTRACT**

I, the undersigned crafter, agree to participate in the St. Matthias Home School Association (HSA) Christmas Craft Fair and agree to honor the following terms and conditions:

**Date:** Sunday, December 3, 2023

9:00 AM to 2:00 PM

**Set up** 7:00 AM

**Dismantle/exit by** 3:30 PM

**Location:** St. Matthias School 170 JFK Boulevard Somerset, NJ 08873

**Contact: Colleen Eriksen 732-715-3471**

colleenmeriksen@aol.com

---

**St. Matthias HSA agrees to furnish the following:**

- Free Parking
- Craft Show Publicity
- Restroom Facilities
- Food and refreshments for sale
- Tables for \$50.00 each; spaces of similar size for \$45.00

**Crafters agree:**

- To leave the area clean and in order
- To sell hand-crafted items plus other approved items
- Send photographs of merchandise with contract (optional)
- To use **table cloths** on all display tables
- Not to sell or display guns, ammunition, knives, or other objects prohibited by state law or municipal ordinances
- Not to sell or display pornographic materials

\_\_\_\_\_

St. Matthias HSA reserves the right to reject any crafter's application or to reject any crafter's display and to require removal of the display from the premises for any reason whatever, at any time. The undersigned crafter agrees to waive all claims against St. Matthias HSA, St. Matthias Church and School, and the Township of Franklin for personal injury and for property damage or loss to himself/herself, agents, servants, employees, or property. In addition, St. Matthias HSA, St. Matthias Church and School, and the Township of Franklin will not be responsible or liable for any claims for Workmen's Compensation by any crafter, agent, servant, or employee.

CRAFTER'S SIGNATURE DATE \_\_\_\_\_

CRAFTER'S NAME : \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY STATE ZIP: \_\_\_\_\_

TELEPHONE & EMAIL: \_\_\_\_\_

TYPE OF CRAFT \_\_\_\_\_

SPECIAL REQUIREMENTS \_\_\_\_\_

(Every attempt to honor special requests will be made on a first come, first served basis, so return your contract ASAP).

Please reserve Table(s) @ \$50.00 each \$ \_\_\_\_\_

And/or \_\_\_\_\_ Space(s) @ \$45.00 each \$ \_\_\_\_\_

Total \$ \_\_\_\_\_ Enclosed is my check made payable to: **St. Matthias HSA.**

Yes, I will donate an item for the raffle table \_\_\_\_\_

