

Arundel Holiday Craft Fair

Arundel High School

1001 Annapolis Rd.
Gambrills, MD 21054

Lynne Clark, Sponsor
443-688-6726

arundelcraftfair@gmail.com

Carol Myers, Cosponsor
410-923-6677

September 1, 2017

Dear Crafters:

The Key Club, Speech and Debate Club, Math Club, and Its Academic of Arundel High School will again host the Arundel Holiday Craft Fair on December 9, 2017. Our Craft Fair will begin at 10 a.m. and last until 4 p.m. On the day of the fair, the building will be open at 7:30 a.m. and must be cleared by 5 p.m.

Only hand-crafted items may be presented for sale. Unless you were a participant in past Craft Fairs at Arundel, please send a photograph of your craft and understand **you will be asked to remove from your table any items which are not hand-crafted.** All spaces will be **approximately** 9 X 9 or 10 X 6 and will cost \$35.00. The first \$35 space rental per crafter will serve as a nonrefundable registration fee. If school were canceled because of severe weather on Friday, the fair would be canceled. Registration fees **would not be returned** if that happened, but that is not likely in early December. **If you rent more than one space, only the first \$35.00 is nonrefundable.**

Spaces will be assigned on a first-come, first served basis in our cafeteria and hallways. Since there may be some changes in arrangement, it is not possible to guarantee "the same space as last year" in the cafeteria. Crafters are encouraged to bring their own tables and displays. You may request one of our very limited number of rectangular tables at an **additional cost of \$10 each.** Some electrical outlets are available, **at a cost of an additional \$10.** You will need to bring your own extension cords. All tables are to be covered, and we ask that you bring a trash bag to remove trash from your display. We will try to meet all special requests. If we cannot meet your request, we will assign you to the next best space or table selection available.

To make your reservation, send the attached contract form, completed, **along with a check made out to the Arundel High School, and dated with current date to**

Mrs. Lynne Clark
Arundel High School
1001 Annapolis Road
Gambrills, MD 21054

If you have questions, **please contact Lynne Clark at 443-688-6726 or Carol Myers at 410-923-6677.** If no one answers, please leave a message on the voice-mail. Calls will be returned as soon as possible.

We trust that this will be our most satisfying year so far for all who are involved.

Cordially,

Lynne Clark and Carol O. Myers
On Behalf of Speech and Debate, Math Club,
It's Academic Team

Arundel Holiday Craft Fair

Registration Contract

Name _____

Address _____

Email _____

Telephone Number _____

Please list a description of all of your crafts.
ALL ITEMS MUST BE HANDCRAFTED!

Please circle or highlight:

jewelry candles
food wreaths
glass/ceramics papercrafts
dried flowers woodwork
knit/crochet sewing
other:

***Note- Food vendors must have a permit issued by the Health Department.
This must be mailed in along with your registration.*****

Requests:

Number of Spaces @ \$35 each _____

Table: (\$10 each) _____ Electric outlet (\$10) _____

Specialized display requests: _____

Tax Number _____

I agree to maintain my display for the entire time 10 a.m. to 4 p.m. and to refrain from serious packing before 3:30 p. m.

Signed _____

Staff use:

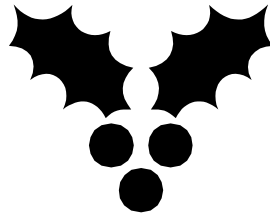
Date received: _____ Space # assigned _____

Number assigned _____ Table assigned _____

Paid: cash? \$ _____ Check? \$ _____ Ck # _____

Reservation letter sent _____ date _____

Arundel Holiday Craft Fair



Space for 100+ Crafters

Handcrafted items only

**In
Arundel High School Cafeteria
And Hallways
Rain or Shine
Saturday, December 9, 2017**

**Sponsored by Arundel's
Speech and Debate Club
Math Club, It's Academic**

**Interested crafters contact
Lynne Clark at 443-688-6726
arundelcraftfair@gmail.com
or Carol Myers, 410-923-6677**

A Few More Details

- Only vendors who have a food business (are licensed, follow COMAR regulations & are insured) may sell food. We are not permitted to sell home baked goods if they are not through a licensed business.
- Concerning the Cottage Food Business section of COMAR:
 1. What are your menu items?
 2. How will the items be labeled?
 3. Can the business meet section C of the Cottage Law?

The Health Department will then determine if we may allow you to participate.

- Absolutely no games of chance (raffles, bingo, etc.) are permitted on school property.
- Tables in C hall must be up against the lockers. Vendors cannot be behind the table. We will give longer spaces to allow for this.
- Egress exterior doors cannot be blocked! Please don't put us in violation of fire or safety code.

These are issues that we were cited for in the past. ☹️

Thank you for helping us to be citation free this year!