

Dear Crafters and Vendors,

The Pines Community Center looks forward to hosting its Third Annual Pines Craft Fair on Saturday, November 2nd, 2019, for crafters/vendors who are interested in participating. The craft fair will take place from 9:00 a.m. to 2:00 p.m. Set up time will take place Friday, November 1st from 4:00-6:00 p.m. This will allow vendors/crafters an opportunity to set up in advance. We will have plenty of help to assist you in the setting up and taking down process.

Vendors will be allowed in the building the day of the craft fair as early as 8:00 a.m. No one is allowed in before 8:00 a.m. We will also be selling food out of our kitchen all day. If you are interested in donating a meal, snacks, or drinks of any kind for us to sell that would be greatly appreciated. Any donations may be dropped off that week or that morning any time between 8:00 and 11:00 a.m. We will also be holding a raffle all day long and winners will be announced at 1:45 p.m. that day. We ask that all vendors/crafters donate an item to our raffle table at check in on November 1st, set up night. If you would like to include a small placard with the item to advertise, please turn both items in together.

We will be advertising the craft fair on our Facebook, 94.1 FM, and fliers will be posted in various locations around the community, and we plan to run an ad in the Concord Monitor and the Laconia Daily Sun in advance of the fair. We will also have it posted on our marquee and have signs posted around town.

We ask that vendors/crafters please park your vehicles on the basketball court and enter through the main entrance to register. Someone will be in the lobby area waiting to check you in, accept your raffle item, and show you to your assigned location.

To sign up go to the Pines Community Center to receive your packet of information, call to request it by email, or go to our website pinescommunitycenter.com and download it. Included in your packet will be this letter, a sign-up sheet that needs to be turned in by Friday, October 25th, and a flier. If there are any questions or concerns please send an email to pccprogramdirector@gmail.com or give us a call at (603) 286-8653 and ask for Samantha. I will be happy to assist you anyway needed. Thank you for your interest in our Third Annual Pines Craft Fair.

Thank you,

Samantha Magoon
Recreation Director

Pines Community Center
3rd Annual Craft Fair –Deposit Form
61 Summer St. Northfield N.H., 03276
P.O. Box 262 Tilton, N.H. 03276
November 2nd, 2019
9:00 AM-2:00PM

Name _____.

Mailing Address _____.

Town/State/Zip _____.

Email Address _____.

Phone Number _____.

Description of Item for Sale:

	Quantity	Cost	Total
8x8 Space		\$30	
8x10 Space		\$35	
Electricity		\$5	
Total Enclosed			

*A \$15.00 non-refundable deposit is required to hold your reservation- balances must be paid by Friday, October 25th, 2019. You are more than welcome to pay the entire portion of your registration fee. Please make checks payable to Pines Community Center

_____ Signature