

State of Connecticut

Horace C. Wilcox Technical High School

Joyce Mowrey
Principal
Ext. 5967

Dear Seller:

We are pleased to announce that our annual Craft Fair will be held Saturday, November 17, 2018 from 9am to 3pm at
Wilcox Technical High School at 298 Oregon Road in Meriden.

We will be filling both the gyms . As always, our wonderful students will be available to help with setup and breakdown. We hope that you'll join us!

ENTRY FEES AND REGULATIONS

- **\$40 NON-REFUNDABLE FEE PER SPACE (8x10)** *If you wish to donate an item to our raffle, the cost of the space is \$35.*
- Tables can be rented for the event for \$20 per table. ***Please bring your own chairs and dollies.***
- Electrical outlets are available for \$5.00 (Limited availability, first come first served) ***(lighting only). Please bring your own extension cords.***
- **Setup time:** Saturday, November 17th from **7am-9am.**
- Sellers are responsible for their own taxes.
- No public admission will be charged.
- Advertising will be done by the Wilcox PFO through newspapers, road signs, posters, & flyers. Please feel free to advertise as well!
- Complimentary coffee and baked goods will be offered during setup on Saturday morning.
- **BRING A LUNCH WITH YOU. Some items may be available to purchase**

Please mail a complete application and a check for the total fee made payable to “**Wilcox PFO**” to:

Wilcox Craft Fair
c/o Melissa Look
88 Goodwill Ave.
Meriden CT, 06451

Questions? Email us at wilcoxcraftfair@gmail.com or call/text (203) 213-4545.

Sincerely,
H.C. Wilcox Technical High School Parent Faculty Organization
(Wilcox PFO)

98 Oregon Road, Meriden, Connecticut 06451 · Telephone (203) 238-6260 · Fax (203) 238-6602
www.cttech.org/wilcox

KEEP THIS PORTION FOR REFERENCE

Application for Wilcox PFO Craft Fair

to be held at **H.C. Wilcox Technical High School**

298 Oregon Road, Meriden CT

Show date is Saturday, November 17th, 2018 from 9am-3pm.

Please complete the application below and return it along with your \$40.00 (\$35.00 if donating a raffle item) non-refundable entry fee; include \$20.00 extra to rent a table (sellers must provide their own chairs) and \$5.00 extra for an electrical outlet (lighting only), if needed.

Make checks or money orders out to **Wilcox PFO** and return with application to:

Wilcox Craft Fair
c/o Melissa Look
88 Goodwill Ave.
Meriden, CT 06451

Questions? Email wilcoxcraftfair@gmail.com

PLEASE PRINT CLEARLY

Crafter /Vendor Name: _____

Address: _____ City: _____ Zip _____

Phone: _____

Email: _____ @ _____

Craft or Product you are selling: _____

Please check if:

Electrical outlet is needed—lighting only (cost \$5.00) Table is needed (cost \$20.00) #: _____ SPOT

Specify special Request (being placed next to another vendor, BOTH REQUESTERS NEED TO BE

REQUESTED BY NAME): _____

All sellers agree that Wilcox Tech H.S., staff, organizers, and participants of this show are not responsible for loss or damage to work or bodily injury to exhibitors. We ask that you take precautions so that property of Wilcox Tech H.S. is not defaced in any way. *Thank you!*

Please sign and return ASAP. Spaces are reserved on a first come, first serve basis.

Signature _____ Date: _____

Admin use:

Check# _____, or Cash _____