



Monsignor McHugh School  
212 Route 390  
Cresco, PA 18326  
570-595-7463

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September 1, 2017

Dear Crafter/ Vendor,

We are getting ready for our **26th Annual Craft Fair/Spaghetti Dinner**. This year it will be held **on Saturday, November 18, 2017**. The **Craft Fair will be held from 10 am to 4 pm**.

Please find the following materials enclosed for you.

- ✓ Application
- ✓ Travel Directions
- ✓ Donated Items Form

**Set up times:** Friday, November 17th form 5-7 pm/ Saturday, November 18th 7 am – 10 am

***\*You will need to supply your own table and chairs.\****

*\*Business Vendors (i.e. Avon, Mary Kay etc..) are welcome  
however we will only allow **one representative** from each company and  
will be honored on a first come first serve basis\**

Your goods can be dropped off at the back door of the gym after which you can park in the back row of the main parking lot of the school. If you need assistance please let us know.

We request that each vendor be sure to have their area(s) attended at all times.

In addition to the Craft Fair, it has been tradition to include a Crafter's Raffle. Therefore, we are asking each vendor to donate one item of their choice. Please attach the donated item form to your merchandise, available for pick-up prior to 10 am.

We would be delighted to share this special day with you. If you have any questions please give the school a call or email [mmscraftfair@gmail.com](mailto:mmscraftfair@gmail.com).

Yours Truly,

Monsignor McHugh School

While on premises: Monsignor McHugh is a **smoke free environment**. All guests are expected to abide by this regulation while on premises.



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**APPLICATION FOR 2017 MONSIGNOR MCHUGH CRAFT FAIR**

**NAME:** \_\_\_\_\_

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

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

**PHONE:** (\_\_\_\_) \_\_\_\_ - \_\_\_\_ **WEB/E-MAIL** \_\_\_\_\_

Please print a brief description of your crafts to be printed in our program: Please be precise on the items as we want to make sure we do not have multiple booths with the same items.

\_\_\_\_\_  
\_\_\_\_\_

**I need \_\_\_\_ spaces**

**\$25.00 each or 2 for \$40.00**

**Please make checks payable to Msgr. McHugh School**

We will be providing a space at Monsignor McHugh School. It is my understanding that I am completely setup by 10 am on Saturday, November 18th, 2017. I am also aware that all merchandise is to be removed from the premises between the hours of 4 pm and 6 pm on said day.

The undersigned, intending to be legally bound, hereby release and holds harmless MMS from any and all liability arising from the sue of the MMS facilities on Friday, November 17th and Saturday November 18th 2017.

I fully understand that placement requests cannot be guaranteed and that all spaces are assigned on a first come first serve basis.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail application to:

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212 Route 390  
Cresco, PA 18326

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## **DIRECTIONS**

### **FROM SCRANTON:**

Route 380 South to the Tobyhanna Exit 8. Turn right at the end of the ramp onto Route 611 South. Take 611s to the 4<sup>th</sup> light and make a left onto 940 East (Burger King will be on your right). Take 940e approximately 3 miles to Route 390 2<sup>nd</sup> traffic light just after Bolock Funeral Home. Make Left. The school is just up the hill on the Right.

### **FROM STROUDSBURG:**

Take Route 611 North and make a right onto 940 East. (Burger King will be on your Right.) Follow 940e approximately 3 miles to Route 390 2<sup>nd</sup> traffic light just after Bolock Funeral Home. Make Left. The school is just up the hill on the Right.

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## **Donated Raffle Form**

**Vendor:** \_\_\_\_\_

**Cost of Donated Item:** \_\_\_\_\_