

BROOKLYN FRIENDS SCHOOL
30TH ANNUAL WINTER CRAFT FAIR
Friday, December 4, 2009, 4:00pm-8:00pm
&
Saturday, December 5, 2009, 10:30am-5:00pm
Brooklyn Friends School, 375 Pearl Street, Brooklyn, NY 11201

Thank you to all of the crafters that participated in the 2008 BFS Winter Craft Fair. Last year's craft fair was the most successful to date thanks to your participation. This year's event promises to be an even larger success, and there are some **exciting changes that will bring in even more shoppers for vendors.**

The 2009 Winter Craft Fair will be a two-day event. The event will be open to the public from 4:00pm to 8:00pm on Friday, December 4, and again on Saturday, December 5 from 10:30am to 5:00pm.

This change will **add the large working community of downtown Brooklyn** into the mix of shoppers that will visit your booths. In addition there is a **High School Event** on Friday night for Brooklyn Friends Upper School students, and we hope that this will draw their families for Friday evening shopping.

The **festivities will continue on Saturday** with craft shopping and an expanded 3 floors of exciting adventures for kid's to explore which means a lot of foot traffic for Saturday as well.

Beginning last year and continuing this year and beyond, the BFS winter event has been transformed into a **fund raising event for Horizons at BFS.** 80% of the profits from the Brooklyn Friends Winter Craft Fair will support Horizons at Brooklyn Friends.

The mission of the Horizons program is to strengthen public school students' learning retention and reduce the "achievement gap" often faced by children in economically troubled areas. BFS is the first independent school in New York City to join Horizons. You can learn more about Horizons by visiting http://www.brooklynfriends.org/RelId/605645/ISvars/default/Horizons_at_BFS.htm.

Your participation will directly support the children involved in the BFS Horizons program.

We will be offering space to about 45 vendors this year, similar to last year, to keep an intimate feel to the event.

Here is what you can expect at this year's Winter Craft Fair:

- ❖ **More Foot Traffic!** The two-day event will attract MetroTech shoppers and Upper School parents in addition to the usual community participation.
- ❖ **Event advertising** will be well placed and include detailed information on participating vendors, including photos and links to websites. **BFS has excellent news contacts.**
- ❖ **Expanded activities** will draw in all of the BFS families and additional families from the local community.
- ❖ **Balanced selection** of the types of items for sale to **increase sales for all vendors.**
- ❖ **Highly organized event** for ease of set-up
- ❖ **Taking part** in a meaningful Horizons at BFS fund raising event

Application Procedure (space is limited, register early)

1. Please complete and return the enclosed Registration Form with a check or money order (\$130.00 for 1 table, \$220.00 for 2 tables) payable to Brooklyn Friends School by October 30, 2009.
2. Include an email address if you want confirmation that your application has been received. If we are unable to provide you with a table due to overwhelming demand, your will check or money order will be returned by mail.
3. Provide a photo of your work, email attachment, or link to your website along with your application.

Pictures may be used in our Craft Fair advertising.

Contact

Vendor Co-Coordinator, Deanna D'Amore, deanna.damore@gmail.com (subject: "Craft Fair") (917) 579-4543. Please do not hesitate to contact Deanna for further information. The Parent and Teacher Association (PAT) is organizing this event; all inquiries should be directed to Deanna, not the school.

Set-Up

Friday, December 4 at 2:00pm. After unloading in front of the school, paid parking will be available nearby.

Advertising

This event will be publicized in local newspapers, on community list-serves, newsletters, websites featuring local events, and a distribution of posters, flyers and brochures throughout the community.

Space/Table

We will provide each vendor with a 6' table and chair. If you would like more space an adjacent second table can be provided for an additional cost of \$90.00 (\$220 total).

Craft Guidelines

Items must be designer-made. No second hand clothing or objects please.

BROOKLYN FRIENDS SCHOOL
30TH ANNUAL WINTER CRAFT FAIR
VENDOR REGISTRATION FORM

Date & Time: Friday, December 4, 2009, 4pm to 8pm; Saturday, December 5, 2009, 10:30 am to 5 pm

Location: Brooklyn Friends School, 375 Pearl Street, Brooklyn, NY 11201

Contact: Deanna D'Amore, 917-579-4543, deanna.damore@gmail.com (subject:" Craft Fair")

Name(s):		
Business Name (if different):		
Address:		
City:	State:	Zip:
Phone Day:	Evening:	
Email:	Website:	
Brief description of your craft:		
Special Requests (e.g., electrical outlet, wall space):		

Provide a web link of items, photos or email images to Deanna D'Amore, deanna.damore@gmail.com (subject: "Craft Fair")

Include check payable to Brooklyn Friends School:

ONE 6' Table and a chair: \$130.00, TWO 6" Tables and two chairs: \$220.00

Deadline: October 30, 2009

- Please make check or money order payable to Brooklyn Friends School
- Send this form along with payment to:

Brooklyn Friends School, Attn: PAT Craft Fair
375 Pearl Street, Brooklyn, NY 11201

Please remember to bring your own supplies (i.e., ext. cords, pencils/pens and pads, etc.) and a table covering or cloth.

Guidelines: Items must be made by designer. No second hand clothing, jewelry or objects please.

We have found that items priced \$80.00 or less sell the best at this event. While higher priced items do sell at our event, the vast majority of sales are under \$80.00. Shoppers include children with funds to purchase presents for parents and grandparents.

If there is something news worthy about your craft (made out of recycled materials, % to charity, etc.) please let us know.

Please make a copy of this form for your records