

# Swing into Spring Craft Fair 2022

St. Alexander Parish Hall  
230 S. Cornell Avenue Villa Park IL 60181



Dear Crafter,

St. Alexander's Council of Catholic Women will be hosting their first

## Spring Craft Fair

on Saturday, March 19, 2022 in St. Alexander's Parish Hall/Gym from 9:00 a.m. 3:00 p. m.

The Fair features hand-crafted items only!

Hand made candies are welcome, but no other baked goods or raffles.

### RESERVE YOUR SPACE NOW!

We will have spaces for more than forty (40) crafters. Spaces are approximately 6'x 10', and may be reserved for a base fee of \$30.00. Only spaces along our two long walls have access to an electrical outlet (less than 20% of our spaces): consequently, the availability of these spaces is limited. Any special requests: 8' table, access to an electrical outlet, a wall or end space, may be accommodated for \$40. Requests for all spaces, tables, and spaces with outlet access, etc. are reserved in the order in which checks are received. All spaces can be supplied with two folding chairs, but crafters may prefer bringing their chairs, as well as their own tables. Crafters supply their own display equipment. We will do our best to accommodate all requests, but special requests are reserved very quickly. Copies of the showroom layout will be posted at the main (east) entrance, of the hall on Cornell Avenue, as well as the grade-level entrance on the west side of the building.

- ◆ Set-up begins at 7:30 a.m.
- ◆ All table coverings and displays are the responsibility of the crafter
- ◆ Electrical outlets are located in spaces along the east and west walls; requests for wall spaces are the same as requests for outlet spaces and are therefore, limited. There are no corner spaces, end spaces are available at the ends of 5 1/2 rows (the end of the first row is the host entrance space). **Crafters are responsible for bringing their own electrical extension cords and multiple outlet connectors; bring several as your space may be several booths away from your own.** Crafters in the spaces nearest the outlets are asked to be courteous in accommodating the extension cords, etc. of their fellow crafters, who may be one or two spaces away.
- ◆ Crafters are to supply and be responsible for their own cash boxes.
- ◆ The host organization, St. Alexander's CCW, will sponsor a raffle during the day. Each Crafter is asked to donate one (1) item for the CCW raffle. These will be collected at the time of set-up.
- ◆ After unloading, please park to the side north of the Hall, on Cornell, so the front or east side of the parking lot can be used by your potential customers and buyers. Additional parking for crafters is available directly north of the Church doors. **This is very important: If your potential customers do not find convenient parking, they may not even come in!**

Please keep all displays set up until 3:00 p.m.

CCW asks that you arrange to be out by 3:45 p.m. so we may finish Clean-up.

If you wish to participate in our first ever *Swing into Spring Craft Fair*, please return the application on the next page . Our insurance company has advised that we must have a;’Hold Harmless/Indemnity Agreement’ from each applicant. This is part of your application, so be sure to complete and return the entire page in full.

*Please make checks payable to St. Alexander’s CCW and return to*

St. Alexander Craft Fair  
116 N. Michigan Avenue  
Villa Park, IL 601814

*Any questions, please contact:*

Pat (Home) 630/941-8592, (Cell) 630/247-0327 *(Preferred)*  
E-Mail [pataivan@sbcglobal.net](mailto:pataivan@sbcglobal.net)

or

Fran (Home) 630/620-7983, (Cell) 708/548-9674 *(Preferred)*  
E-Mail [francesagilles@yahoo.com](mailto:francesagilles@yahoo.com)

## **PLEASE NOTE:**

**St. Alexander Church and the Council of Catholic Women will abide by all regulations issued by the CDC and the Diocese of Joliet with regards to COVID 19.**

**If the Craft Fair should be CANCELLED due to compliance with COVID regulations, your fee will be refunded.**

**No FEE refunds will be given for any other reasons.**

**ALL CRAFTERS ARE REQUIRED TO WEAR A MASK!**

# ADULT HOLD HARMLESS/INDEMNITY AGREEMENT

PARISH: St. Alexander

ACTIVITY PARTICIPANT or FACILITY USER: (Your name) \_\_\_\_\_

DATE of ACTIVITY or USAGE: March 19, 2022

TYPE of ACTIVITY or USAGE: Swing Into Spring Craft Fair 2022

The above named **ACTIVITY PARTICIPANT or FACILITY USER** agrees to defend, protect, indemnify and hold harmless the above named **PARISH** against and from all claims arising from the negligence of fault of the above named **ACTIVITY PARTICIPANT or FACILITY USER** or any of their agents, family members, officers, volunteers, helpers, partners, organizational members or associates which arise out of the above named **ACTIVITY or USAGE** at the above named **PARISH**.

Additionally, the above named **ACTIVITY PARTICIPANT or FACILITY USER** agrees to protect, defend, hold harmless and fully indemnify the above named **PARISH** for any claim or cause of action whatsoever arising out of the above mentioned **ACTIVITY or USAGE** which takes place during the above identified **DATE of ACTIVITY or USAGE** that is brought against the **PARISH** by the above named **ACTIVITY PARTICIPANT or FACILITY USER** or their family members whether such claim arises from the alleged negligence of the **PARISH**, its employees or agents or **ACTIVITY PARTICIPANT or FACILITY USERS** negligence. If any portion of this agreement is held invalid, it is agreed that the balance thereof, shall continue in full legal force and effect. **If 2 or more crafters share a space or are seated with a crafter, both must sign below.**

SIGNED BY: \_\_\_\_\_

NAME: (Please Print) \_\_\_\_\_ DATE: \_\_\_\_\_

SWING INTO SPRING CRAFTERS' APPLICATION

DEADLINE: MARCH 1, 2022

*Your cancelled check is your confirmation.*

**IN THE EVENT THAT THE CRAFT FAIR NEEDS TO BE CANCELLED, YOUR FEE WILL BE REFUNDED.**

**NO FEES WILL BE REFUNDED FOR ANY OTHER REASONS.**

*Please keep Pages 1 & 2, as it contains our address, phone #'s and other pertinent information.*

St. Alexander's Swing Into Spring Craft Fair 2022

Saturday, March 19, 2022

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

E-MAIL ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_

TYPE of CRAFTS: \_\_\_\_\_

*Special requests are accommodated  
in the order checks are received.*

Basic Space \$30.00

# Spaces Requested \_\_\_\_\_ Amount: \$ \_\_\_\_\_

# Chairs Requested (Circle one) 0 1 2

Special Requests \$40.00 (check one or more)

\_\_\_\_\_ 8'table

\_\_\_\_\_ Access to electrical outlet

\_\_\_\_\_ Wall Space \_\_\_\_\_ End Space

# Spaces Requested \_\_\_\_\_ Amount: \$ \_\_\_\_\_