

## HOLY TRINITY PRESBYTERIAN WOMEN

Holy Trinity Presbyterian Church  
16245 Nacogdoches Road  
San Antonio, Texas 78247  
Phone (210) 654-3411

April 30, 2010

Dear Artists and Crafters,

We are pleased to announce the 20TH Annual **HOLLY DAYS ARTS AND CRAFTS FAIR** at Holy Trinity Presbyterian Church on Saturday, October 2, 2010.

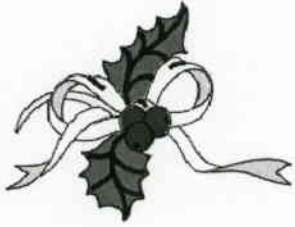
Crafters will be able to pick their own booth space and the check-in process will be held outside. Enclosed you will find an application form and the rules and regulations. We will have inside spaces for \$45 and outside spaces for \$30. Tables are available for \$10 each and electricity is available for \$10 each upon request, crafters supply their own extension cords. Spaces are rented on a first choice to fourth choice option. There will be the "angels" for you to request relief from your booth for a 30-minute lunch break. As always we will have great food in our kitchen snack bar inside the church.

The map included shows where booth spaces are located. You have a place for 4 choices, please use them all. Set up time will be **7 am** and the show will run from **10 am to 4 pm**. The deadline for returning your application is September 15th but the sooner you return your application the more likely you are to get your choice. Confirmations will be e-mailed and/or mailed to you by September 18th. A copy of the flyer used to advertise the show is enclosed. If you will be in shows prior to Holly Days, feel free to make copies of our flyer to hand out to your customers! This will be beneficial for both of us.

We sincerely thank each and every one of you who have supported us in the past years to make **HOLLY DAYS ARTS AND CRAFT FAIR** the special day that it is. For those newcomers to our show this year, we believe you are in for an especially enjoyable day and hope you'll come back for many more years.

In His Service,

Sheila Clark



# HOLLY DAYS ARTS AND CRAFT FAIR

**DATE:** Saturday, October 2, 2010  
**TIME:** 10:00 am to 4:00 pm  
**PLACE:** Holy Trinity Presbyterian Church  
16245 Nacogdoches Road  
San Antonio, TX 78247  
Phone: 210-654-3411  
**SET UP:** 7:00 am to 9:45 am

## RULES AND REGULATIONS

1. The Entry Fees: \$45.00 for an inside booth, (8x10) approximately  
\$30 for an outside booth (10x10) approximately  
\$10.00 for each table  
\$10.00 for electricity (*crafters supply extension cords*)  
2 chairs will be available for each booth at no charge  
to be picked up at check in.
2. Registration is by mail only. Spaces are rented on a first-choice to fourth  
choice basis. Each artist will receive a name badge at the registration table,  
which will be worn at all times. Your badge allows entrance into the  
**ARTISTS HOSPITALITY ROOM** (located along back hallway). If, for any  
reason, you must cancel your application, please notify Sheila Clark at (210)  
653-5331. No refunds will be made after September 24, 2010. Late  
applications will be accepted on a space available basis, based on the date of  
the receipt of application and the type of craft displayed.  
We have NO rain date. The show will go on!

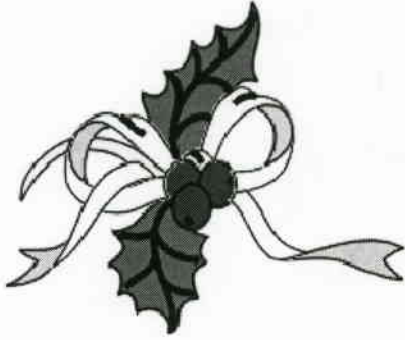
Holy Trinity Presbyterian Women, 16245 Nacogdoches Rd., San Antonio, TX 78247  
Phone: 210-654-3411

Contact for Holly Days Fair: Sheila Clark, 12719 Villa Madero, SA, TX 78233,  
210-653-5331, e-mail: ds.sanantonio@gmail.com

3. Exhibitors will supply their own display material and equipment. Exhibitors are expected to vacate the building by 5:30 pm that evening. You will be expected to display your items within your own booth space. The number on your name badge will correspond with your assigned booth number.
4. **All items must be made by the registered artists.** Arts and Crafts should NOT contain any profanity, nudity, or alcohol or related products. The sponsor reserves the right to ask the artist to remove any items at the discretion of the Promoter. **(Retail items are not permitted.)**
5. Artists are requested to stay to the END OF THE SHOW. Each artist is responsible for collecting and reporting their own sales tax.
6. Make checks payable to: *Holy Trinity Presbyterian Women* and include your check with your application. Applications without checks will be returned and not processed.
7. Preferences for booth location will be determined by postmark of the application.
8. Set up and removal procedures will be handled in a timely matter. Please unload and *move your car*, then set-up your booth. At the end of the show please pack up your booth and then get your car. Parking will be directed as always by the HTPC MEN. Please **DO NOT DRIVE IN PARKING LOT WHERE THE BOOTHS ARE SET UP UNTIL THE HTPC MEN HAVE OPENED IT UP !!**
9. Enter & exit parking lots from Nacogdoches Rd. and from the second driveway on Front Royal Drive only.
10. Confirmation of your booth space will be e-mailed and/or mailed to you by September 18th. See you at the show!!!

**NOTE: *Outside booths are located on the parking lot and have NO shade!***

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# HOLLY DAYS ARTS AND CRAFT FAIR APPLICATION

Please complete the following craft show application and send with your full payment payable to:

*Holy Trinity Presbyterian Women* to: Sheila Clark,  
12719 Villa Madero, San Antonio, TX 78233.

For additional information contact Sheila Clark at 210-653-5331, or e-mail: [ds.sanantonio@gmail.com](mailto:ds.sanantonio@gmail.com)

**PLEASE PRINT:**

NAME \_\_\_\_\_ Sales Tax # \_\_\_\_\_

Company Name \_\_\_\_\_ # of years in our show \_\_\_\_\_

Mailing Address \_\_\_\_\_  
(zip code)

E-mail address: \_\_\_\_\_

Home Phone # \_\_\_\_\_ Cell or Work Phone # \_\_\_\_\_

Description or Picture-art/craft \_\_\_\_\_

**Booth Location:**

**INSIDE (\$45.00)**

**CHOICES**

Family Room: (8x10)  
(#108-118)

1. Booth # \_\_\_\_\_

3. Booth # \_\_\_\_\_

Children's Library: (8x10)  
(#148-149)

2. Booth # \_\_\_\_\_

4. Booth # \_\_\_\_\_

Narthex, Bethel Library: (6x14): (#101-104, 119-123)

Day School Rooms, Choir room: (8x10): (#124-147)

**OUTSIDE (\$30.00) No Electricity available**

Outside Curb (10 x 10): (#201-225)

1. Booth # \_\_\_\_\_

3. Booth # \_\_\_\_\_

Inside Curb (10 x 10): (#301-318)

2. Booth # \_\_\_\_\_

4. Booth # \_\_\_\_\_

Electricity Required: (\$10.00) Inside booths only \_\_\_\_\_ YES \_\_\_\_\_ NO

Table Required: (\$10.00) \_\_\_\_\_ YES \_\_\_\_\_ NO

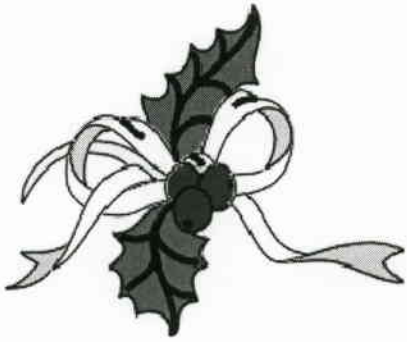
***RELEASE ACKNOWLEDGEMENT:***

I hereby make application to become an exhibitor in the 2010 Holly Days Arts and Crafts Fair. I agree to abide by the rules and regulations as set forth and such other rules and regulations as may be established.

I hereby release and forever discharge Holy Trinity Presbyterian Church, HTPW, their officers and employees from any responsibility, personal liability, loss, claim or damage arising out of or in connection with this show.

By signing below, applicant hereby certifies that he/she has read the release acknowledgement. Applicant further certifies that all information provided is true and correct.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_



# 2010 Holly Days Craft Fair Inside Floor Plan

