

Kringle Christmas Shoppe

Autumn, 2019

Greetings Local Artisans, Authors & Handcrafters!

A CONTINUING ADVENTURE BEGINS WITH THIS MAILING! Kringle's location at Haycock Township Community Center brings the promise of being better each year! Now in our third year at this location the great hall has proven superb for our expanded inventory with plenty of space for guests to enjoy our unique juried local artisan shopping experience. Listening to guest requests, we have extended our Friday hours until 7:00 P.M. this year. We hope this change will benefit *you* as well as our visitors!

Long-time Kringle participant, wood-working craftsman, **Michael Kehs** will be our featured artist this year. His talent is unsurpassed in the medium! We are honored to showcase his expanded collection this year!

Kringle Shoppe's 2019 hours of operation are:

Friday, Dec. 6th, 10-7, Saturday, Dec. 7th, 10-6 Sunday, Dec. 8th, 10-4

Haycock Historical Society's Social Events Committee "Elves" are busy concocting their magical recipe of charm and ambiance in the Haycock Township Community Center's great hall. It is the same proven combination we've perfected at our former location. **We think you might be a great addition to the show this year!** Kringle remains our only fund-raiser, allowing us the resources to research, educate and preserve the rich history of Haycock Township.

Haycock Fire Company is responsible for providing the many architectural upgrades to the great hall in the years to come. This year's focus has been on relocating and expanding the original kitchen and equipment. Upgrades are largely dependent on volunteer labor so we cannot predict with certainty how much will be completed by December 6th. Regardless of what we have to work with, rest assured, we will do our very best to make Kringle the magical event folks have come to expect.

The Kringle "Elves" have become experts at presentation and will be continuing with an expanded and winning combination of hospitality, food and great music to make the shopping experience a feast for the senses! We'll continue to host our "Music Café" for guests to sit and enjoy the atmosphere and live music. Food selections will be provided by volunteers from the Haycock Fire Company and proceeds of food sales will go directly toward their fundraising efforts. The free coffee, hot cocoa and cookies are still on us! We will provide our amazing raffle baskets full of donated items and gift certificates from local businesses and our crafters. **We hope we can count on you to add to our beautiful baskets with a donated gift showcasing your talent! Donators are advertised on our website and our Facebook page.**

Application & Vendor Fees

We retain 25% of the sale of each item - (20% from author's sales of books), for the purpose of raising funds for Haycock Historical Society. (*Your application fee will vary, depending on membership status & ability to help out before or after the show.*) **Application fee of \$75.00 (\$55.00 for Haycock Historical Society members) is invested in advertising and is non-refundable.**

You are invited to reduce your application fee while providing help *before, during and after the show*. Look for a list of possible tasks/times at the end of this letter! We will continue providing the same \$20.00 discount on your application fee for helping. If helping, mark and keep the copy attached to this letter as a reminder of your commitment *and* mark you application with the same hours so we can anticipate your help! (You may also designate an able-bodied spouse, family member or friend to work for you. – just indicate who we can expect to help on your behalf.)

NEW PARTICIPANT APPLICATION DEADLINE: – 11/7/19

****Please Note: Participants whose applications are not submitted by the deadline are ineligible for membership or help discounts and may miss being listed in the brochure handed out to guests.**

*****Very Important:** Vendors who opt to help to reduce their application fee **MUST** sign-in and sign-out at the hall on the day they have chosen! If we do not have the vendor signature or that of the designated helper, the difference will be deducted from the final check, *even if the vendor or the designated helper was there on the day and time agreed upon.* *This signature is our only accepted means of verification.*

Return your application with your check, made payable to: Haycock Historical Society by our deadline.

**Address: Kringle Christmas Shoppe
Chris Handschin
1114 Old Bethlehem Road
Quakertown, PA 18951**

When your application has been received we will put together your packet with bar-coded tags in the denominations and amounts you have requested. Please get your requests to us as soon as possible. You may request up to 15 price-points in any amount you wish and use them from year to year. Order tags by emailing: chandschin@verizon.net Request new bar-codes if your price points have changed or if you need more bar-coded tags. We offer three choices of tags: small adhesive, small card-stock and large card-stock bar-coded hang tags. All tags will include your vendor # and price but the large card stock tags will *also* include your name and website or email address. Your packet will also include inventory sheets, flyers, verifications of your inventory drop-off and pick-up times and work schedule if applicable. You will be notified by email, (phone call if email unavailable), that your packet is ready for pickup.

***Please Note: You may pick up your packet at the Haycock Twp. Community Center Vendor designated big red Kringle mailbox by the main door as soon as you receive notice it is ready.**

Marketing Procedures

We contact vendors throughout the show if necessary, inviting them to bring in more stock. Please bring a reasonable amount of inventory but let us call you if we are running low during the show. Our bar-coded tags must be affixed to each inventoried item and must clearly indicate your vendor number and item price. We will continue to provide these for you or you may provide your own tags and attach our barcode adhesive label to them. *Be sure to bring any special packing supplies if you want them used to contain your items after the sale.*

Choose your inventory drop and pick up time from the list of variables.

Our barcode system has the ability to track each vendors sales by day, time, and price point so you will know which price points sell the most and when. A print-out will be given to you with your check when you pick up your remaining items after the show. We do not check-out your unsold inventory. Simply gather your items and come to the register for your check and daily totals at the end of the show. Your check is based solely upon register tape totals.

We do not collect sales tax. We ask vendors to price their items accordingly. Please, for convenience at our register, price items in increments of fifty cents. You are welcome to bring a supply of your business cards to display with your items at this show.

****Please Note:** Any new items that do not represent what you had been juried/ accepted for must be reviewed by our committee before they are put on the floor for sale.

Remember, we post your biography/picture with your items. Contact us at: Kringleshoppe@gmail.com with any information

Showcasing Your Talent

Please consider gifting an item, representational of your craft, for our gift raffle baskets in exchange for web advertising, & web-linking to your contact information. We appreciate your generosity and want to help you be successful! Get your donation to us as soon as possible to have us start advertising you! Contact Linda Levinski, email: lindalevinski@gmail.com or call at: (610) 509-5610 to arrange to drop off your gifted item early. Advertising will remain in effect during the holiday season—until the end of December! Donations are greatly appreciated!

We reserve the right to place your items/display where we feel they would best fit, removing items from the display if deemed to be inappropriate, damaged, not to standard or in excess.

As always, we'll do our best to display and handle your hand-work carefully and respectfully however, neither Haycock Historical Society, Haycock Fire Company nor Haycock Township will be held liable for theft or damage to your items while being handled by the public or staff during this event. It is your responsibility to provide insurance on your valuable inventory.

If you have any further questions regarding this years' show please contact us directly by email: kringleshoppe@gmail.com or phone Chris: (215) 536-0364.

On behalf of our team, I wish you much success this year!

Sincerely,
Chris Handschin, Director
Kringle Christmas Shoppe
Haycock Historical Society
1114 Old Bethlehem Road
Quakertown, PA 18951

SIGN UP TO HELP AND DEDUCT UP TO \$20 FROM YOUR APPLICATION FEE!

<p>Sunday, December 1, 2019 You may expect to: Haul props and supplies from Kringle Shed, Set up display panels/light bars/tables Clear and clean hall & bathrooms</p>	<p><u>2:00 P.M. - 4:00 P.M.</u> <u>4:00 P.M. – 6:00 P.M.</u> <u>6:00 P.M. _ 8:00 P.M.</u></p>	<hr/> <hr/> <hr/> <hr/>
<p>Monday, December 2, 2019 You may expect to: Set up Pods & Lighting Hospitality Café/Tables & Chairs Run electric to stage and sound systems</p>	<p><u>10:00 AM-Noon</u> <u>2:00 P.M. - 4:00 P.M.</u> <u>4:00 P.M. – 6:00 P.M.</u> <u>6:00 P.M. 8:00 P.M.</u></p>	<hr/> <hr/> <hr/> <hr/>
<p>Tuesday, December 3, 2019 You may expect to: String lights, set up power supplies Assemble and light artificial trees Hang signs & lighting outside</p>	<p><u>1:00 PM – 3:00 PM</u> <u>2:00 P.M. – 4:00 P.M</u> <u>3:00 P.M. - 5:00 P.M.</u> <u>4:00 P.M. - 6:00 P.M.</u> <u>5:00 P.M. - 7:00 P.M.</u> <u>6:00 P.M. - 8:00 P.M.</u></p>	<hr/> <hr/> <hr/> <hr/>
<p>Wednesday, December 4, 2019 You may expect to: Help set up the cashier stations Help check-in fellow vendors inventory or Help with arranging dropped off inventory Prepare Raffle area, Post Contents, make evergreen sprays</p>	<p><u>9:00 A.M. – 11:00 A.M.</u> <u>1:00 P.M. – 3:00 P.M.</u> <u>3:00 P.M. – 5:00 P.M.</u> <u>5:00 P.M. – 7:00 P.M.</u></p>	<hr/> <hr/> <hr/> <hr/>
<p>Thursday, December 5, 2019 You may expect to: Help check-in fellow vendors inventory, Help with arranging dropped off inventory, Bundle Brochures, Set up kitchen</p>	<p><u>9:00 A.M. – 11:00 A.M.</u> <u>1:00 P.M. – 3:00 P.M.</u> <u>3:00 P.M. – 5:00 P.M.</u> <u>5:00 P.M. – 7:00 P.M.</u></p>	<hr/> <hr/> <hr/> <hr/>
<p>HOURS OF SHOW 12/6-12/8 12/6 Friday Cash Register Attendant 12/7 Saturday Cash Register Attendant 12/8 Sunday Cash Register Attendant</p>	<p><u>10:00 – 2:30 or 2:30 – 7:00</u> <u>10:00 -2:00 or 2:00- 6:00</u> <u>10:00 –1:00 or 1:00-4:00</u></p>	<p><u>specify 10AM or 2PM shift</u> <u>specify 10AM or 2PM shift</u> <u>specify 10AM or 1PM shift</u></p>
<p>HOURS OF SHOW 12/6-12/8 Friday Hospitality Café/Raffle Sales Sat. Hospitality Café/Raffle Sales Sun. Hospitality Café/Raffle Sales</p>	<p><u>10:00 – 2:30 or 2:30 – 7:00</u> <u>10:00 -2:00 or 2:00- 6:00</u> <u>10:00 –1:00 or 1:00-4:00</u></p>	<p><u>specify 10AM or 2PM shift</u> <u>specify 10AM or 2PM shift</u> <u>specify 10AM or 1PM shift</u></p>
<p>DIRECTLY AFTER CLOSING SUNDAY You may expect to: Help gather vendor inventory to one location Help break down displays and pack items Trees to Stokes Count raffle tickets</p>	<p><u>4:00 – 6:00</u> <u>5:00 – 7:00</u> <u>6:00 – 8:00</u></p>	<hr/> <hr/> <hr/> <hr/>
<p>AFTER THE SHOW ON MON, 12/9/19 You may expect to: Complete break-down and pack displays in shed, clean hall, kitchen and bathrooms Vacuum hall</p>	<p><u>9:00 A.M. – 11:00 A.M.</u> <u>10:00 AM. – 12 Noon</u></p>	<hr/> <hr/> <hr/> <hr/>