



St. Luke's Episcopal Church

a caring church

www.stlukesmetuchen.org

email: christmasfair@stlukesmetuchen.org

17 Oak Avenue, at Route 27 ♦ Metuchen, NJ 08840-1529

Phone (732) 548-4308 ♦ Fax (732) 548-5369

Annual Christmas Fair Vendor Agreement

Christmas Fair 2022 ♦ Saturday, December 3, 2022 ♦ 10:00AM to 4:00PM

Parking Safety: Parking is available in the parking lot behind the building or on the street.

1. Entry to the parking lot is ONLY through entrance on Oak Avenue – there is NO entrance on Middlesex Ave/Route 27. Parking is only permitted in the designated parking spots. Parking is not permitted along the side of the entry, exit or in any other area that is not a marked spot.
2. Parking is not permitted along the yellow-painted curb directly in front of the walkway to the brick building designated as "no parking" to allow pedestrians safe entry to the walkway.
3. There is to be NO parking or driving on the grass.
4. To ensure safety, all posts, flyers, etc. about the Christmas Fair that include the St. Luke's name or address need to include the following statement: The ONLY entrance to the St. Luke's parking lot is on Oak Avenue. There is NO entrance on Middlesex Avenue/Route 27.

Setup: Vendors will be allowed to setup their tables on Friday evening from 6 - 8 PM and Saturday from 8 - 10 AM.

1. Please see Laura Tramontin to locate your table assignment.
2. Table locations are decided upon by the Chairperson to vary the shopping experience for attendees.
3. Please do not move the tables. They have been positioned to allow proper egress from the room.
4. Vendor table space is limited to ~6' x 3' with two chairs. You may purchase more than one table if you require more space.
5. Small tables (< 3') may be brought in to setup cash boxes, etc. behind your table.

Payment: To secure a space, a check made payable to St. Luke's should be submitted as soon as possible but before November 25, 2022.

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I will use a table provided by St. Luke's _____ for a fee of \$30

I will bring my own table _____ for a fee of \$25

I plan to bring _____

(please provide a general description)

**To secure a space, a check made payable to St. Luke's should be submitted
as soon as possible but before November 25, 2022.**

Contact name and/or trade name _____

Telephone number _____

email address _____

I have read and understand the above. I am aware that unforeseen changes in State and/or Diocesan regulations could cause St. Luke's a need to cancel the Christmas Fair (all fees will be returned if it is canceled).

Signature _____ Date _____