



St. Peter's Episcopal Church

99 Sand Hill Road, South Windsor, CT 06074
860-644-8548 • www.stpeters-sw.org

Spring Vendor and Craft Fair - 2025

St Peter's Episcopal Church
99 Sand Hill Rd - South Windsor, CT 06074
Saturday, April 26, 2025
Event time: 10 am – 2 pm

Dear Vendors,

We are delighted to share with you the following information about our Fourth Annual Craft and Vendor Fair at St. Peter's Episcopal Church. We look forward to seeing the familiar faces of returning vendors, and welcoming new ones!

There are a few changes to how we are operating this year.

- 1) Registration is being managed online through our website! We believe this will make it easier for our vendors to participate. No more downloading and having to mail in forms.
- 2) We are implementing an upcharge to the four "corner" spaces in our parish hall. A corner affords additional display space, which effectively leads to additional sales. We believe this is an equitable change. These spaces are available on a first-come, first-served basis.
- 3) We are also eliminating some of the indoor spaces that didn't receive adequate foot traffic to support the vendors in those spaces last year. Our goal for our vendors is to have a great day with lots of exposure and sales.

We also want to let you know that we are planning improvements to our marketing and promotional efforts to make this event more visible, including yard signs. If you live in an area of South Windsor that has traffic visibility, we would be glad to have you post a sign in your yard. As always, we encourage you to promote the event through your own communications, whether that is a customer newsletter, your website, or social media pages. We are happy to have you use the graphic we create for the event, which can be downloaded from our website or Facebook page.

Finally, a reminder that we ask our vendors to provide a prize for our teacup auction that reflects your inventory or would be of value to our customers. The teacup auction is always very popular, and it reflects well on our vendors.

Fee schedule for the types of space available:

Indoor single (while available): approximately 8' x 7'	\$30
Indoor corner (while available): approximately 10' x 7' located at the end of a row	\$45
Outdoor (10' x 10')	\$30
Use of church table	\$5

The registration deadline is Monday, March 31, 2025. All payments are non-refundable. Register [here!](#)

If you have any questions, or need additional information, please contact Diane Fornuto at vendorfair@stpeters-sw.org.

Thank you for your support!



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Additional Information

- Vendor space is available indoors or outdoors (indoor space limited).
 - Outdoor space is 10' x 10' (a tent is recommended)
 - Single Indoor space is approximately 8' x 7' and can accommodate a six- or eight-foot table.
 - Indoor space is allocated on a first-come, first-served basis. Unless otherwise requested, parish hall space is filled first, with overflow space in a classroom provided until those spaces are filled. There are 9 single parish hall spaces, and 5 alternate spaces.
 - Corner indoor space is approximately 10' x 7' and can accommodate two six-foot tables. (4)
- Electricity is available for indoor vendor spaces along the walls.
- The church can provide a 6' table for an additional \$5 fee (first-come, first-served).
- Set up time Saturday 8:30 – 9:45 AM.
- Set up time for outdoor space: Saturday 8:00 – 9:30AM
- Lunch will be available for purchase during the lunch hour.
- Bathrooms are available as changing rooms.
- This vendor and craft fair is being held to support the ministries of St. Peter's Church. As such **we are asking for a donation of a product from each vendor that will be included as part of a teacup auction.** A percentage of sales is also welcomed to support this effort. We appreciate your generosity!
- Vendor and Craft Fair details are posted on the church web site and will also be promoted on the church Facebook and Instagram pages.
- If your business has a website, we will link to it through our vendor fair web page.
- There are no early setups (Friday), but tables may be dropped off.

For more information, please contact Diane Fornuto at vendorfair@stpeters-sw.org.

We look forward to your participation!