



CENTRAL EGLINTON COMMUNITY CENTRE, 160 Eglinton Avenue East, Toronto, Ontario M4P 3B5
Phone: (416) 392-0511 Fax: (416) 392-0514 E-mail: info@centraleglinton.com Internet: www.centraleglinton.com

Fall 2017

Dear Friend of Central Eglinton Community Centre:

Thank you for your interest in CECC's *Holiday Gift Fair*. Please note:

Event Date & Time: FRIDAY, December 1, 2017, 10:00 a.m. to 2:00 p.m.*

(*Vendors who leave before 2:00 p.m. will not be invited to the next event.)

Location: Central Eglinton Community Centre, 160 Eglinton Ave. East (at Redpath)

Phone 416-392-0511, ext 0 or ext 225. Fax 416-392-0514.

Table Rental Fees: \$30.00 per table for Room 3 (front room), \$25.00 per table for Rooms 1 and 2 (back rooms). Tables are 6 feet long. There are only 11 tables available in the front room, Room 3. Vendors are limited to one table each. **There are no refunds for no-shows or cancellations.**

Set-up Time: 8:45 a.m. to 9:45 a.m.

Someone will greet you and direct you to your table upon your arrival. **Please note, you are responsible for providing your own tablecloth. Doors will open to the public promptly at 10:00 a.m. Please allow sufficient time to set up your table.** Vendors who arrive late will not be invited to the next event.

Drop-off: There is a drop-off area located directly behind the Centre, which can be accessed through a driveway off Redpath Ave. (north side of Eglinton, just east of the Centre). A doorbell is located to the left of the Centre back door there.

Because of all the condo and LRT construction, parking is very limited in the area around CECC.

To rent a table at the *Holiday Gift Fair*, please complete the **Information & Waiver Form** and sign the waiver, and return the form when paying for your table, either by mail, or in person at the Centre (payment by cash, cheque, Visa or MasterCard). You could also scan the completed form, email it to me, and phone me with your credit card number.

Table locations are assigned on a *first come, first served* basis. However, organizers reserve the right to arrange vendors in such a way that maximizes the event's variety and excitement. **Tables will be reserved when the signed waiver and payment are received (no post-dated cheques, please).**

Thank you for participating in CECC's fundraising events, and I look forward to hearing from you. If you have any questions or concerns, please phone me at 416-392-0511, ext. 225 or e-mail me at programmanager@centraleglinton.com.

Sincerely,

Nancy Lyon

Program & Resource Development Manager