



'A Sparkling Christmas Expo. – Celebrating 25 Years!'

Our St. Mary's Christmas Expo. is our annual community event & major fundraiser.

This year's Christmas Expo. will be our 25th event and will be held on Saturday, 2nd December, 2017 at the Hamilton Performing Arts Centre (P.A.C.) in Brown Street.

This year's theme is 'A Sparkling Christmas Expo. – Celebrating 25 Years!'

This wonderful event...

- strengthens our St. Mary's Community Spirit,
- raises important funds for our school and
- heralds the beginning of the Christmas Season in Hamilton and the surrounding District.

We would love you to be a part of it and we welcome and encourage you to become involved.

Our school community – our parents, friends and staff,

• **organises and supervises a Street Parade.....** Each of our homerooms organise an entry to enter in the Street Parade centred on the theme. The **2017 theme is 'A Sparkling Christmas Expo. – Celebrating 25 Years!'** Other community organisations are also invited and encouraged to enter the Street Parade.

• **And manages..... Traders/Stall Holders, Amusement Rides, Santaland, Gourmet Gifts, Gift Boxes/Baskets, a Raffle, an Auction, a Second Hand Book stall, a B.B.Q. & a Café,** within and around the Hamilton Performing Arts Centre (P.A.C.) in Brown Street.

The Christmas Expo. Committee is run by parent volunteers, as a subcommittee to our Parents & Friends Association. As a parent or guardian you are a member of our Parents & Friends Association. (P. & F.)

- Vicki Button, Suzi O’Brien, Marie McDonald, Erika Murphy, Tamara Milne (Treasurer), as parent volunteers, and Jo-Anne Bond & Kerry Stevens, as staff members, make up **our 25th Christmas Expo. committee. These people welcome your support and are only too happy to share their experience and answer any questions you may have about our annual Christmas Expo.**

- The following is the list of the parents and friends who have volunteered to support our 25th Christmas Expo. committee by agreeing to be Team Leaders in this, our 25th year.

- These team leaders have volunteered to organise and manage the stalls and events which our school run. We sincerely thank them for their generous offer in taking on these roles and supporting our wonderful school and our Hamilton communities.
- Each Team leader will have a group of willing helpers to support them before and on the day. Everyone is encouraged to be involved. Some areas still require a Team Leader.

‘A Sparkling Christmas Expo. – Celebrating 25 Years!’			
<u>Our 25th Christmas Expo. Committee (2017)</u> - Vicki Button, Suzi O’Brien, Marie McDonald, Erika Murphy, Tamara Milne (Treasurer), as parent volunteers, and Jo-Anne Bond & Kerry Stevens, as staff members.			
	Area	Team Leader	Summary
1	Advertising	Rhys Colliton, (Spec. & Posters and Jo-Anne Bond (Radio & newsletters etc.,))	Our Christmas Expo. is advertised in a variety of ways, prior to and during the event.
2	Auction	Rhys Colliton	An Auction takes place outside the front of the P.A.C., following the Street parade and Santa’s arrival. Items for the Auction are sourced and gathered before the day and are auctioned on the day.
3	Barbeque ***	<u>***Vacancy – support and assistance will be available</u>	Barbeque food is cooked and sold all day. Cold drinks can also be purchased at this stall.
4	Decorations	Erika Murphy	Decorating and setting up the P.A.C., based on the theme, on the day prior to the event and packing up.
5	Entry	Christmas Expo Committee Members	The general public are asked to pay as they enter the P.A.C.
6	Facebook Page	Karren Ewing	Our Facebook page is one of the many forms of communication that we use to communicate information about our Christmas Expo. our school community.
7	Gift Boxes and Baskets	Karren Ewing	All families are asked to fill a gift box/basket to be sold on this stall.
8	Gourmet Gifts ***	<u>***Vacancy – support and assistance will be available</u>	Gourmet gifts (i.e. homemade Christmas Cakes, puddings, jams, relishes, yo-yo’s etc.,) are sold on this stall. Donations of cash and/or cooking ingredients, finished

			products, and people willing to cook, and volunteers to help to sell these goods on the day, be called for prior to the event.
9	Kitchen / Café ***	<u>***Vacancy – support and assistance will be available</u>	Light lunches, cakes, slices and biscuits, etc. are sold at this stall, along with hot drinks.
10	O. H. & S.	Andrew Borgmeyer	Everyone involved with our Christmas Expo. has to adhere to O. H. & S. Rules and Regulations.
11	Parade	Shauna Beattie	We organise and co-ordinate a Street Parade and we and the Hamilton and District community gathers along Gray Street on Saturday morning to view it.
12	Raffle	Kellie White	Raffle Books will be sent home to each family to sell. Tickets are also after our weekend Masses on the weekends leading up to our Christmas Expo. and on the day of the event.
13	Rides ***	<u>***Vacancy – support and assistance will be available</u>	The Rides have been booked for 2017. Volunteers are required to sell wristbands and supervise this activity throughout the day. Families are encouraged to purchase a wristband prior to the day. The wristband which enables them to enjoy any number of rides all day.
14	Santaland	Rachel Rowe	This area involves ordering items for sale and organising fun activities that children of all ages can enjoy.
15	Second-hand Books	Naomi Walsh	Pre-loved books are sold at this stall. Donations of good quality second hand books will be required to sell.
16	Sponsorship	Rhys Colliton	Both business and individual are approached and invited to support our event.
17	Traders/Stall Holders	Monique Sobey	Traders are sourced and stall holders co-ordinated

So, you are invited to be a part of this wonderful annual event.

- **There are many ways you could share your gifts and talents.**
- **Please think about how you will be able to take part.**
- **Your involvement/participation/ contribution, no matter how big or small, will be greatly appreciated.**
- **In the not too distant future, a form will be sent home, formally asking you how you would be willing to assist. *Lookout for upcoming newsletters.***

- We welcome your interest and/or enquiries, so if you have any questions or require any further information regarding **our 25th Christmas Expo**. Please contact us either in person, by telephone on 55519000 or send an email to expo@smhamilton.catholic.edu.au.

Together, let's make this year's event

a memorable one!

Kerry Stevens,

on behalf of the 2017 Christmas Expo committee.