



It has finally been decided our second Twilight Market for the year is to be held on Friday the 13<sup>th</sup> of November, so pencil this into your calendar now as you will not want to miss it. For our market to be a great success like our previous market we need the school community's help.

Our last market we had a lot to do in a very short space of time (6 weeks to be exact once we had confirmation of the date). This time around we have much more time and a lot of the ground work has already been set in place from the last market. Due to this we thought we might divide the planning into sections and these are as follows:

**Cake Stall:** This is a very simple part of the Twilight Market to organize. It will entail sending out the forms with the freezer bag and plate to the families, signing the cakes in at the canteen on the morning of Friday the 13<sup>th</sup> and possibly at 3:30 pm, setting the cakes up for the stall and help selling them. Last Twilight Market we had great team of Mum's who were there to sell the cakes on the night. The templates for the various forms and signs have already been created, so these will be available to you.

**Hot Food:** This entails ordering and purchasing the sausage/chicken tenderloins, bread, bread rolls, coleslaw and various other BBQ supplies. You will also need to make sure you have a roster of volunteers to help run the stall.

**Advertising:** This doesn't take long and can be done from home. You will need to list our Twilight Market on various social media outlets which includes:

1. Facebook Pages
2. The Maroondah & Yarra Ranges Webpage
3. Shire of Yarra Ranges Calendar of Events Page
4. The Yarra Valley Leader What's On Section

A header/flyer image will be provided and a summary of the event for you to upload.

**Advertising Boards:** You will need to call Real Estate Agents and give them the market event details, eg: when and where.

**Delivering Fliers:** Approximately 3 weeks before the event the fliers will need to be printed at school, cut down to size and bundled for delivery. 2 weeks before the event you will need a roster of volunteers to help deliver these as it can be time consuming for a small group.

If you think you would be able to help in one of these areas your help would be greatly appreciated. We are always open to new ideas and would love to see some new faces.

Twilight Market Committee

Mel, Sandi and Amy