

RULES and GENERAL INFORMATION
ST. DAVID'S 17th ANNUAL 2019 AUTUMN CRAFT FAIR
231 Main Street, Rt. 97, Salem, NH 03079
Saturday Sept. 21 9 a.m. - 4 p.m. & Sunday Sept. 22 9 a.m.-3 p.m.

CRAFTER LIAISON: CHURCH WEBPAGE: Lynn Clarke <http://www.stdavidsalemnh.org>

PHONE: (978)790-5299 **EMAIL:** dobe4lynn@msn.com

MAXIMUM NUMBER OF OUTDOOR BOOTHS: 45

SPACES & FEES: Outdoor booths: 10 ft. X 10 ft. no electricity. Four indoor spaces with electricity are available on a first come basis. \$90 booth rental fee for 2 day event.

PAYMENTS & DISCOUNTS: Full payment with any application **must** be postmarked by **August 30, 2019**. If you send your full payment and application postmarked by **July 1, 2019**, you can take an Early Payment Discount of \$10. All fees are non-refundable. There will be a \$25 fee for any returned check. **PLEASE MAKE CHECKS**

PAYABLE TO: St. David's Episcopal Church

MAIL APPLICATIONS & CHECKS TO: St. David's Episcopal Church

Attn: Lynn Clarke, Craft Fair, 231 Main Street, Salem NH 03079

PLEASE NOTE: Participating crafters will receive a \$10 rebate on the day of the fair for each new accepted participating crafter they referred to the fair. To refer a new crafter, please phone or email the crafter's contact information to Lynn Clarke.

THIS IS A JURIED FAIR.

NO ADMISSION FEE for shoppers.

ADVERTISING: We advertise the fair in local newspapers, local cable TV, and internet websites, posted flyers in stores, directional signs along all major routes into town and main streets in Salem. Crafters will receive a fair flyer that we hope they will post in their local area. We are part of the Salem Fest activities on that weekend, which are also highly publicized.

WEBSITE: See our website for craft fair application, fair rules, directions and hotel information.

CONTINENTAL BREAKFAST & LUNCH: Our St. David's G&G Café offers coffee, donuts and muffins for breakfast. For lunch we have meatball subs, vegetarian chili, chowder, hot dogs, wraps and homemade apple pie. Prices are very reasonable.

- All crafters receive a bottomless cup of coffee • St. David's helpers can take your food orders or tea. and deliver them to your booth.
- Each booth will receive a \$5 food coupon, • A St. David's member can stay at your booth good in our café. for quick breaks if you are alone.

DRY RV PARKING IS AVAILABLE within sight of the church at the Municipal Office Building (MOB) parking lot from Friday, Sept. 21 @ 6 p.m. through Sunday, Sept. 22. Shuttle service between the MOB lot and the church will be provided on Saturday. This is the only sanctioned parking area for crafters on Saturday.

BOOTH SET-UP: Awnings/tents may be set up on Friday evening Sept. 20, 6 - 7p.m. No security will be provided on Friday night. Set-up will begin at 6 a.m. on Sat., Sept. 21. All booths must be set-up by 9 a.m. All vehicles must be parked at the MOB lot by 8:30 a.m.

BOOTH SET-UP PROCEDURE: Crafters enter at the side driveway and will be directed to their space. Crafters will have 10 minutes maximum to unload their vehicles. Crafters **MUST** park vehicles in the MOB lot before booth set-up begins in order to maintain optimal safety for all. St. David's members will be available to help crafters unload and monitor their booth space while their

vehicle is being parked. Crafters arriving after 8:30 a.m. may forfeit their space. When all booths are set up, the fair organizers may elect to open the fair a few minutes early.

SECURITY PROVIDED: Saturday Sept. 21 at 4 p.m. through Sunday Sept. 22 at 9 a.m.

All craft items must be covered or out of sight.

RULES:

- (1) Photographs of each type of craft and one photo of an overall display must accompany this application. Photos should have your name and address on the back. Photos will be returned to you in your craft fair packet folder at the beginning of the fair if not mailed back ahead of time. Please include a business card, if you have one.**
- (2) A description of each craft type is to be printed, signed and dated, and sent with the application form. Match a number on each photo to the same number on the description page.**
- (3) Each booth may display up to three categories of crafts, which must be listed on the application.**
- (4) You may share your booth with one other crafter. This crafter must also complete an application form. There is no additional fee for sharing your booth. Crafters can share a combined total of 3 craft categories for their booth.**
- (5) Each craft category will be limited in proportion to the total number of crafters.**
- (6) Booths will be evenly spaced and assigned with as much distance between similar type crafts as possible.**
- (7) Crafts must be handmade by crafters, their partners, or their family. Prints of the crafter/artist's own original works are permitted.**
- (8) Absolutely no imports may be displayed or sold. Items deemed inappropriate by the Craft Fair Screening Committee must be removed from display or the crafter will be expected to cease selling.**
- (9) Only handmade kits may be displayed or sold. No commercially packaged kits may be sold or displayed.**
- (10) Crafters must provide their own equipment, including tables, chairs, canopy, etc. Tent weights are required and must be provided by crafters to secure their tents.**
- (11) Tables must be covered to the ground/floor on all publicly viewed sides. All boxes must be out of sight.**
- (12) Please maintain and leave your booth area clean and tidy.**
- (13) Ready-to-eat food may only be sold by St. David's parishioners. Free tasting is permitted for crafters selling canned goods, spice mixes, honey, maple syrup, etc.**
- (14) Breakdown may not start until 3 p.m. on Sunday, and booths may not be left unattended until then. All crafters are expected to exhibit for the entire 2 day fair.**
- (15) Your acceptance letter will be mailed to you, within two weeks after your application is received and approved. You will also be mailed a 2019 Craft Fair Flyer at this time.**
- (16) This is an outdoor fair. There are no cancellations or rescheduling due to weather conditions. There are no refunds for a crafter's cancellation.**
- (17) No babysitting is provided. Any child who attends must stay in the booth area or be accompanied by a responsible adult.**
- (17) Smoking is permitted only in designated areas.**
- (18) Crafters are responsible for their own liability insurance and sales tax compliance.**

APPLICATION

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Please return this page completed to St. David's Church, Attn: Lynn Clarke

Name: _____

Business Name: _____

Street or PO Box#: _____

City/State/Zip: _____

Phone: _____ Cell Phone: _____

Email Address: _____

Website Address: _____

Circle a maximum of three categories. Please follow directions in Rules # 1, #2 and #3.

Art	Clay	Furniture	Orig. Music Recorded	Pottery	Toys/Games/Puzzles
Author	Clocks	Glass	Ornaments	Slate	Wood
Basketry	Decorative Painting	Jewelry	Paper	Soft Sculpture	Other - specify below
Calligraphy	Dolls & Accessories	Leather	Personal Care	Specialty Food	
Candles	Floral	Metal	Pet Products	Stone	
Ceramics	Folk Art	Musical Instruments	Photography	Terra Cotta	
Gift Baskets: (Must contain at least one hand-crafted item.)				Naturals: seeds, herbs, etc.	
Fiber Art:-Adult Clothing / Accessories		Fiber Art – Children's Clothing / Accessories		Fiber Art – Home Accessories	

(Fiber Art includes knit, crochet, sewing, quilting, embroidery, cross stitch, tatting, tapestry, weaving, hooking) I understand that all fees are non-refundable. I agree to assume full responsibility for my conduct and for all property I will bring onto the premises. I do hereby agree to indemnify, and hold harmless St. David's Episcopal Church, its representatives and employees, from and against any and all losses, claims, damages, or expenses, including attorney's fees, arising from or growing out of personal injury or theft, or any act that may occur at these exhibits or on the property. St. David's and its parishioners shall not have any liability whatsoever for any damages to any person, matter, or thing resulting from storm, wind or water or other Acts of God, nor from fire or any other calamity. I have read and agree to abide by all rules.

Check enclosed for	\$
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Printed Name

Signature

Date

Your name, business name and a brief description of your crafts will be posted on the St. David's website "Craft Fair" section. If you do not want this information posted please X this box:

How did you hear about St. David's 2019 Autumn Craft fair? _____