

HEART OF VERMONT® CHAMBER OF COMMERCE

P.O. BOX 111

HARDWICK, VT 05843

2020 FALL REGISTRATION FORM

FALL FOLIAGE CRAFT FAIR ~ SATURDAY, OCTOBER 3rd ~ 9am – 4pm

HARDWICK ELEMENTARY SCHOOL 135 S. MAIN ST. HARDWICK, VT 05843

NAME _____ PHONE _____

ADDRESS _____

TOWN _____ STATE _____ ZIP _____

E-MAIL: _____ (Please print very clearly. **We do not share our lists.**)

TYPE OF EXHIBIT: (Please be specific. If possible, include a photo -- "A picture is worth a thousand words"!)

If you have special requests or requirements for your display, please list them below. Wall space is limited but we will do our best to accommodate special requests. We ask that your display be no higher than 8 feet. Please note if your display is above table height and how high it is. The number of rental tables is limited - if you need one, be sure to register early! The spaces are 8' wide by 6' deep. Tables are 8' x 3'. (THE FEE FOR A SPACE DOES NOT INCLUDE A TABLE or ELECTRICITY.)

I AM ENCLOSING PAYMENT FOR:

___ \$60 - one (1) space

___ \$120 – two (2) spaces

___ \$5 - for each table for the Fall Fair (one table per space)

___ \$5 - for electricity (one outlet per vendor)

___ I would like to be in the drawing for a space in the lobby. (Because so many crafters wish to be in the lobby we have decided to have a drawing for the lobby spaces so everyone gets a chance to be there)

Make checks out to "HVCC". Cancellations made 30 days prior to the show dates will be refunded.

RETURN FORM TO: CRAFT FAIR COORDINATOR/HVCC
P.O. BOX 111
HARDWICK, VT 05843

I AGREE TO ABIDE BY THE VENDOR RESPONSIBILITIES and UNDERSTAND THAT ITEMS LEFT IN THE HARDWICK ELEMENTARY SCHOOL OVERNIGHT ARE LEFT AT MY OWN RISK.

SIGNATURE _____ DATE _____

PLEASE PUT SPECIAL REQUESTS ON THE REVERSE OF THIS FORM. Thank you.

VENDOR RESPONSIBILITIES:

- ❖ The product must be constructed by the person renting the space or if that person is unable to attend because of another fair or personal issue, they should call for permission from the Craft Fair Coordinator.
- ❖ All Items must be handmade by you. Non-complying items must be withdrawn from display.
- ❖ Decide you'd rather sell quilts instead of the quince jam originally registered? Please contact the Craft Fair Coordinator for approval!
- ❖ Cancellations made 30 days prior to the fair date will be refunded.
- ❖ Displays are to remain set up until the closing time of the fair.
- ❖ If you bring children with you, please do not leave them unsupervised.
- ❖ Any exhibitor who leaves early; fails to appear for the fair; or demonstrates disrespectful behavior will not be invited to future fairs.
- ❖ Spaces cannot be given or sold to others without prior permission from the Craft Fair Coordinator.
- ❖ After unloading, all vendors are required to move their vehicle to the designated vendors' parking in back of the elementary school.
- ❖ Drugs, alcohol, smoking, and/or pets (except properly documented service animals) are NOT allowed in the building.
- ❖ Space size is 8' wide by 6' deep. Please note if your display is above table height and how high it is. The available tables are 8x3 and 6x3, but there is a very limited number for rental. (The fee for the space does not include a table.)
- ❖ Electrical outlets are available on a limited basis. (The fee for the space does not include a outlet).
- ❖ Set up is on Friday from 5:00 -7:00 pm (you must be finished by 7 pm) and/or Saturday beginning at 7 am. Although the building is locked at night, items are left at your own risk.
- ❖ When using electricity be prepared to reach 50 feet ~ one outlet per vendor. (The fee for the space does not include electricity.)

If you have any questions, please email at the contact information listed below.

Karen Richardson, Craft Fair Coordinator
email: chamber802@yahoo.com