

**Mail application: SCCC, PO Box 134, Muncy Valley, PA 17758**

**2017 CRAFT/VARIETY VENDOR APPLICATION**

**37<sup>th</sup>. ANNUAL SULLIVAN COUNTY FALL FESTIVAL**

**Craft Show, Lumberjack/Chainsaw Carving Competition, Quilt Show/Sale, Children Activities & Art Expo**

When: October 14th and 15th, 2017 (Saturday and Sunday) 9am to 5pm

Where: Sullivan County Fairgrounds, 4430 Route 154, Forksville, PA 18616

Set-up: Friday, October 13th            2:00 p.m. to 7:30 p.m. ONLY  
Saturday, October 14th            7:00 a.m. to 9:00 a.m.

Dismantle: Sunday, October 15<sup>th</sup> - 5:00 p.m.& off grounds@ reasonable time **NO EARLY BREAKDOWNS**

**OVERNIGHT SECURITY WILL BE PROVIDED.**

. **INDOOR and OUTDOOR** spaces are available. **HELD RAIN OR SHINE!**  
**This show is a well attended, paid-admission event**

Application: Your Application Form and Rules and Regulations Form are attached. First-time exhibitors will be accepted on a **FIRST-COME, FIRST-SERVED** basis. Letters of acceptance will be mailed when the application is approved. If the application is not accepted, your check(s) will be returned at that time.

**No post-dated checks, please. This request is for both your protection and ours. It is illegal to write post-dated checks, and if we don't have them, we can't deposit them too early by mistake.**

**DEADLINE:** June 15, 2017 send your application, photos (only if a new vendor or new product line), booth fee, and electricity fee (if needed).

**PROMOTION:** *We use paid advertising, news releases, "events" columns, radio, flyers, brochures (10,000), websites, the ENDLESS MOUNTAINS VISITORS GUIDE, and various publications which contain calendars of events.*

**DEMONSTRATIONS:** You are encouraged to demonstrate your crafts. Generally, your sales should benefit from the demonstration of the actual process used in creating the objects. It will be helpful to you to have an assistant available to sell the items while you are demonstrating.

**LODGING/CAMPING:** Check our website; [www.sullivanpachamber.com](http://www.sullivanpachamber.com) or call for brochure 570-482-4088

For additional information or questions, please contact the Chamber office.  
[events@sullivanpachamber.com](mailto:events@sullivanpachamber.com) 570-482-4088 fax 570-482-4089 [www.sullivanpachamber.com](http://www.sullivanpachamber.com)

**CRAFT VENDOR RULES AND REGULATIONS**  
**37<sup>th</sup>. ANNUAL SULLIVAN COUNTY FALL FESTIVAL**

1. **ELIGIBILITY:** All exhibitors must have a PA Sales Tax Number if owning a business. All items sold must be the work of the craftsman(s) of record. Two applicants may share a booth; however, a separate application must be submitted by each person for each craft.
  2. **CRAFTS/VARIETY VENDOR: Juried crafts and variety vendors are accepted for this event. If juried, demonstration of your craft/product is encouraged.**
  3. **ART AND PHOTOGRAPHY** prints must be from the original work of the artist of record. Final interpretation of commercial status will be made by the Festival Committee.
  4. **ACCEPTANCE/REJECTION:** Incomplete applications will not be processed. Late applications will be accepted on a space-available basis only. **The deadline for applications is June 15, 2017. Contact Chamber for other arrangements.**
  5. **JURYING:** Professional quality photos are required for previously juried exhibitors **who have changed or added to** their craft line. **Only New Exhibitors must submit four photos.** Three should be close-up photos showing one item or set per frame. One must be of the booth set-up with the merchandise to be sold. Photos must be submitted for each craft medium. **PLEASE ENCLOSE A 3 X 5 CARD DESCRIBING IN DETAIL THE PROCEDURE USED IN MAKING YOUR CRAFT. Photos will not be returned.**
  6. **PARKING: After set-up, vendors MUST move their vehicles to the flat public parking area.** The only exception to this is for handicapped persons. In this case, please send us a photocopy of the handicapped person's parking permit/tag.
- Parking passes provided (up to 2 people per Vendor)** for display on your dashboard will be available at the information office on the fairgrounds at set up. If these are lost, you will be charged admittance at the gate and later reimbursed if you come to the information booth at the 4H building.
6. **PETS:** On the grounds must be well behaved and must be kept on a leash at all times and the owner must clean up after pet.
  7. **CAMPING:** Available only for food vendors requiring refrigeration. For a list of campgrounds, inns, motels, and B&B's nearby go to **[www.sullivanpachamber.com](http://www.sullivanpachamber.com)**
  8. **BOOTH AREAS:** Please man your booth area from 9:00 a.m. until 5:00 p.m. both days. **NOTE:** No children under 12 years old will be allowed in the booth area, either inside or outside booths.
  9. **TABLES AND CHAIRS (All vendors) and TENT (Outside Vendors):** Must be provided by vendor.
  10. **NOT PERMITTED: Use of alcoholic beverages and/or drugs on fairgrounds.**
  11. **SECURITY: Overnight security will be provided.**

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**October 14th and 15th 2017 ~~~~~ 9:00 a.m. to 5:00 p.m. both days**

**Deadline for entries: June 15, 2017 if you want the same space you had last year. Vendors accepted later will be assigned space on a first-come, first-served basis.**

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

PA Sales Tax Number: \_\_\_\_\_ e-mail: \_\_\_\_\_ Fax #: \_\_\_\_\_

Craft medium: \_\_\_\_\_

Will you be demonstrating your craft? \_\_\_\_\_

Do you need any of the following mailed to you? Map \_\_\_\_\_ Accommodations List \_\_\_\_\_ Flyers # \_\_\_\_\_

If you are accepted, a diagram showing your space location will be mailed

Check your inside or outside booth preference and electricity needed, if any.

Electricity \$20 \_\_\_\_\_; 8 x 10 inside space \$90 \_\_\_\_\_; 10 x 10 outside space \$70 \_\_\_\_\_;

(Inside space is limited. If you cannot use outside space, please indicate here: \_\_\_\_\_)

Space assigned last year: Building/Outside \_\_\_\_\_ Space # \_\_\_\_\_

If possible, we will give you the same space you had last year unless you indicate otherwise here:

Be sure to enclose your check with your application. (No post-dated checks.) If final booth assignment fee differs from your choice, you will be billed or refunded the difference. Please make all checks payable to:

SULLIVAN COUNTY CHAMBER OF COMMERCE and mail to P.O. Box 134, Muncy Valley, PA 17758.

The undersigned does hereby forever discharge, release and hold harmless the Sullivan County Chamber of Commerce and all its agents from any and all manner of action of suits, damages or claims whatsoever arising from any loss or damage to persons or property of the undersigned while participating in this event and hereby consents to the enforcement of all rules and regulations of the show. Photos/videos from the event may be used for marketing by the Chamber.

SIGNATURE \_\_\_\_\_

DATE: \_\_\_\_\_

2017

