

2011

CRAFT VENDOR INFORMATION
31st ANNUAL SULLIVAN COUNTY FALL FESTIVAL
Craft Show, Lumberjack/Chainsaw Carving Competition, Quilt Show/Sale, & Art Expo

When: October 8th and 9th, 2011 (Saturday and Sunday) 9am to 5pm

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

Set-up: Friday, October 7th 2:00 p.m. to 7:30 p.m. ONLY
Saturday, October 8th 7:00 a.m. to 9:00 a.m.

Dismantle: Sunday, October 9th 5:00 p.m. **NO EARLY BREAKDOWNS, PLEASE!**

OVERNIGHT SECURITY WILL BE PROVIDED

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

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, 2011. Send your application, photos (only if a new vendor or new product line), booth fee, and electricity fee (if needed).

SULLIVAN COUNTY CHAMBER OF COMMERCE
P.O. BOX 134, MUNCY VALLEY, PA 17758

REFUNDS: Prior to August 15, 2011 refunds will be given at the discretion of the Festival Committee and will be subject to a \$5.00 processing fee.

For additional information or questions, please contact the Chamber office.

sccevents@epix.net 570-482-4088 fax 570-482-4089 www.sullivanpachamber.com

PROMOTION: *We use paid advertising, news releases, "events" columns, TV and radio, flyers, brochures, web sites, 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 or call for brochure 570-482-4088

CRAFT VENDOR RULES AND REGULATIONS
31st ANNUAL SULLIVAN COUNTY FALL FESTIVAL

1. **ELIGIBILITY:** All exhibitors must have a PA Sales Tax Number. All items sold must be the work of the craftsperson(s) of record. Two applicants may share a booth; however, a separate application must be submitted by each person for each craft.
2. **CRAFTS:** This is a juried show of handcrafted items. Only 15 to 20 per cent of the item may be commercially produced, and that part must be incorporated into your item or compliment it. Floral or dried flower categories must have one-half of the finished product grown, made, or designed by the craftsperson. 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.
3. **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, 2011.**
4. **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.**
5. **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 (up to 2) 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 flag building.
6. **PETS:** No pets will be permitted on the grounds. If you have to bring a pet, it must be contained within your vehicle or camper.
7. **CAMPING:** On Friday and Saturday nights there will be limited space available at \$25.00 per day, including electricity, for self-contained campers. **RESERVE EARLY and state the size of your camper.** For a list of campgrounds, inns, motels, and B&B's nearby go to ww.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. **Use of alcoholic beverages and / or drugs will not be permitted on the grounds.**
10. **SECURITY:** Overnight security will be provided.

CRAFT VENDOR APPLICATION
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Sullivan County Fairgrounds, 4430 Route 154, Forksville, PA 18616
October 8 and 9, 2011 ~~~~~ 9:00 a.m. to 5:00 p.m. both days

**Deadline for entries: June 15, 2011 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 \$15 _____; 8 x 10 inside space \$80 _____; 10 x 10 outside space \$60 _____;

(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:

Camper size _____ Price \$25.00 per day includes electricity. Friday ___ Saturday ___

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.

SIGNATURE _____

DATE: _____

