

109th ANNUAL HARVEST CRAFT FAIR

First Parish of Sudbury
Saturday, October 16th, 2010 10am-4pm

The First Parish of Sudbury announces its 109th annual Harvest Craft Fair. For over 100 years our historic landmark building in Sudbury Center has been a perfect venue for this Craft Fair. Once again we are opening the grounds and historical buildings to outside crafters. We welcome your application to sell your quality crafts. This juried craft fair is only open to crafters selling their own handmade products. Resellers are not admitted. Those crafters who offer a mix of items are welcome, but only their own crafts may be displayed and sold at the fair. Crafters may not share inside spaces.

The Harvest Craft Fair draws attendees due to its location and the fine food offered. Abundant nearby free parking allows convenient access. We proudly offer jams, jellies and baked goods from the kitchens of our parishioners. Additionally, a hearty lunch of homemade soups and breads is sold at reasonable prices. We offer extensive advertising in local and regional newspapers and flyers are prominently displayed throughout Sudbury and neighboring communities. We are continuing our hourly raffle this year, for which patrons must be present to win. Your donations of an item of at least \$15 value provide the raffle prizes.

Become part of our New England tradition and make it a profitable event for all.

HARVEST CRAFT FAIR OPERATING RULES AND EXHIBITOR GUIDELINES

- Crafts:** All crafts must be hand created by the crafters. No reselling is allowed. Jewelry sales by prior approval only.
- Unloading:** Materials may be unloaded in the Church parking lot. Crafters will be directed to parking locations and to remove their vehicles as soon as materials are unloaded.
- Parking:** Free parking in nearby lots.
- Set-up:** Friday, Oct. 15th from 6:30 PM- 8:00 PM; Saturday, Oct. 16th from 7:30 AM- 9:30 AM
All setups must fit within the space allocated. All set-ups must be completed by 9:30 AM of October 16th. The Harvest Craft Fair opens promptly at 10am. Booths must remain set-up until the 4pm closing.
- Aisles:** Must be kept clean, navigable and safe.
- Exhibitor Areas:** Must be returned to their original condition after the Fair is over.
- Liability:** First Parish of Sudbury assumes no liability for any property or goods of exhibitors. Exhibitors will hold harmless First Parish of Sudbury for any personal liability due to exhibitor's acts or omissions.

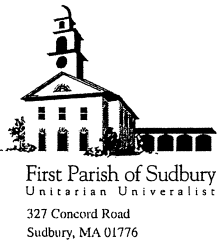
First Parish of Sudbury reserves the right to make and enforce all operating rules, and, in its sole discretion, to require the removal from sale of any items deemed inappropriate for sale at the Harvest Craft Fair. Exhibitors must comply with all laws of the Commonwealth of Massachusetts and the Town of Sudbury, including all laws and regulations dealing with licensing and sales taxes.

- Food:** Coffee will be provided at no charge during the day. Our famous homemade bread & soup lunch will be available for your purchase and delivery to your booth.
- Deadlines:** Applications are due by May 1, 2010, and confirmations will be mailed by June 1, 2010
- Refunds:** No refunds will be made once an exhibitor has been accepted, unless the space can be filled by September 1, 2010, after which date no refunds will be made to any admitted crafter for any reason.
- NO SMOKING** is permitted in the First Parish buildings.

**PLEASE TAKE NOTE THAT THE DATE OF THE FAIR IS October 16th, 2010,
THE WEEKEND FOLLOWING COLUMBUS DAY WEEKEND.**

For more information, contact either Sherri Cline (978) 443-0395 or Beth Rust (978) 443-9041
or email: crafffair@fpsudbury.org

CRAFTER'S COPY (Please retain for future reference)



**109th ANNUAL HARVEST CRAFT
FAIR**
 First Parish of Sudbury
 Saturday, October 16th, 2010 10am-4pm

CRAFTER'S APPLICATION
 Deadline: Applications are due by May 1, 2010

Exhibitor's Name _____ Business Name _____

Address _____ City: _____ State/ZIP: _____

Phone: _____ Email: _____ WebPage _____

How did you find us? Returning? ___ Referral? ___ Newspaper Ad? ___ Crafters Ad? ___ Website? _____

We are seeking superior crafters with a single focus. Crafts must be handmade by you. Describe the craft and merchandise and list the price range of these items you will be selling. Note: Jewelry sales are by specific approval.

Please include a business card and a minimum of 3 photos of the crafts to be exhibited for review by our jury, including one of you creating the craft. Photos are not required if you have already them. Photos become the property of First Parish of Sudbury and may be used or duplicated for publicity. Failure to submit photos will adversely effect your application. Exhibitors must actually sell items similar in type and variety as suggested by the applications.

<u>Exhibit Spaces</u>	(INDICATE 1 ST and 2 ND CHOICE BESIDE PRICE)	<u>CHOICE</u>
1) Indoor Spaces - Parish Hall or Atkinson Building <u>at our discretion</u>		
a. Large Booth (10' x 6') – only 4 of these spaces exist		\$75 _____
b. Regular Booth (8' x 6') – Note that the inside is always over-subscribed.		\$60 _____
2) Outdoor area, bring your own equipment (tables, tents, etc.) and be prepared for rain and or wind. Also bring weights for tents:		
c. Horse Stall (9' x 11') - only 6 of these spaces exist		\$45 _____
d. Lawn (10' x 10')		\$35 _____
e. Pavement (10' x 10')		\$35 _____

Additional Items: include costs in your application fee

8' table with 2 chairs: \$15 fee: _____
 Electric outlet (indoor only, bring a heavy-duty extension cord) \$15 fee: _____

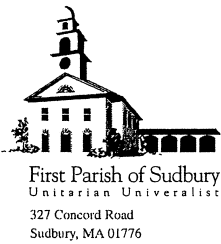
Please note any special requests such as wall space, position from last year:

Please note your 1st, 2nd, and 3rd choice of exhibit area. You will be refunded for any price difference at the show. Flexibility in space selection can improve your odds of acceptance. Inside is always over-requested.

Makes 2 checks payable to: First Parish of Sudbury – the jury fee (\$10 if before May 1, \$15 if before September 1, \$20 after that) & Separate Application check for space (including table, chairs, and electricity, if applicable).

Mail your checks, pictures and both application and agreement pages to: Sherri Cline, 84 Concord Road, Sudbury, MA 01776

For more information, please contact either Sherri Cline (978) 443-0395 or Beth Rust via email at craftfair@fpsudbury.org



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First Parish of Sudbury
Saturday, October 16th, 2010 10am-4pm

Application Agreement

HARVEST CRAFT FAIR OPERATING RULES AND EXHIBITOR GUIDELINES

- Application:** The jury fee for the fair is \$20, with a \$10 discount if the application is received by May 1, or a \$5 discount if received by September 1. The jury fee must accompany the application, which is **non-refundable** AND a separate check for the total due on their 1st choice location, including the fee for inside table/chairs/electricity, if you wish us to provide these. Refunds for those accepted for their 2nd or 3rd choice location will be made AT THE FAIR. Rejections will have their exhibit space check returned to them. A waitlist is maintained and those checks are held pending final decision.
- Crafts:** All crafts must be hand created by the crafters. No reselling is allowed. No Sharing of Craft space by 2 or more crafters allowed for inside spaces.
- Raffle:** Every Crafter must donate a craft with a value of at least \$15. This item must be presented upon check-in.
- Unloading:** Materials may be unloaded in the Church parking lot. Crafters will be directed to parking locations and to remove their vehicles as soon as materials are removed.
- Parking:** Free parking in nearby lots.
- Set-up:** All setups must fit within the space allocated. Most inside spaces are 8'x6', with a few 10'x6' spaces. Stall spaces are only 9' wide, so 10x10 tents/display do not fit inside without modifications.
Friday, Oct. 15th from 6:30 PM- 8:00 PM; Saturday, Oct. 16th from 7:30 AM- 9:30 AM
All set-ups must be completed by 9:30 AM of October 16th. **The Harvest Craft Fair opens promptly at 10am. Booths must remain set-up until the 4pm closing.**
- Aisles:** Must be kept clean, navigable and safe.
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- Food:** Coffee will be provided at no charge during the day. A food concession will be available where lunch and snacks may be purchased.
- Deadlines:** Applications are due by May 1, 2010, and confirmations will be mailed by June 1, 2010.
- Refunds:** No refunds will be made once an exhibitor has been accepted, unless the space can be filled by September 1, 2010. No refunds will be made after September 1, 2010 for any reason.

NO SMOKING is permitted in the First Parish buildings.

PLEASE TAKE NOTE THAT THE DATE OF THE FAIR IS October 16th, 2010, THE WEEKEND FOLLOWING COLUMBUS DAY WEEKEND.

I hereby consent to the conditions and guidelines set forth by the Committee of the First Parish of Sudbury Harvest Craft Fair as set forth above.

Signature

(Church Copy)

Date