



The Town of Ludlow 250th Celebration

Craft/Vendor Application for Ludlow's "Falling Into Fun" event

October 5 - 6, 2024 from 11:00 a.m. to 6:00 p.m.

Vendor Fair starts at 11:00 and ends at 5:00

The Ludlow 250th Celebration Committee's Birthday events continue! The celebration committee has expectations of approximately 5,000+ visitors to attend. The craft fair portion of the celebration is a juried fair with limited spaces and is open solely to crafters, artists, or artists who refinish, reinvent, repurpose, recycle items. There will be extensive advertising in local newspapers, social media, as well as on television and on The Valley's Classic Hits, 97.7 FM. Signs, banners and flyers will be prominently displayed throughout town and fundraising events are currently happening!

We are now accepting applications for our vendor fair. To apply:

- 1) Complete the application form. Cutoff date for submissions is August 15, 2024. Application fee is \$40 for one day, OR \$70 for both days.
- 2) With the application submit 3 or more color photographs of your work with an explanation of your art/craft. Your application will not be considered without accompanying photographs. This is a juried craft fair and we want to avoid duplicates.
- 3) If you are a food, dessert, candy maker, please also submit a copy of a commercial or cottage kitchen license. License must be displayed in booth during the event. You will also need to obtain a permit with the Ludlow Health department.
- 5) Return application and photographs with the application fee by check, made out to **Ludlow 250th** and mailed to Ludlow 250th Celebration Committee, 488 Chapin Street, Ludlow MA 01056, Attn: Fall Festival, or drop off at the Clerk's office during normal Ludlow Town Hall business hours.

Photos will not be returned if you are not selected for the fair. Application fee will be destroyed.

The jury committee reserves the right to deny applications due to lack of originality, workmanship or presentation and to limit the number of crafters in any particular category. The Town of Ludlow 250th Committee reserves the right to make and enforce all operating rules.

The jury committee will require the removal of any items deemed inappropriate for sale. We respectfully ask that you exhibit only what was stated, reviewed, and approved from your application.

If selected to participate in the fair, the following conditions apply:

- 1) Crafters & Artists are expected to donate a raffle prize which will be displayed at the main celebration tent during the event.
- 2) Temporary parking for unloading/loading will be on Park Place, which is a one way from Windsor St. Parking on the grass is not allowed. You must move your vehicle to the designated vendor (TBD) parking as soon as you unload.

3) This is an outdoor event rain or shine. Spaces are 10 x 10. You must provide your own tables, chairs and tent. No electricity is available. Stakes are NOT allowed on the fairgrounds, please secure your tent with weights only.

4) Your space is not confirmed until you receive an acceptance email (sometime in September).

5) If chosen, you are free to decorate your tent as desired without disruption to neighboring vendors in any way.

Crafter's Name: _____

Business Name: _____

Address: _____

Phone: _____

Email address: _____

Describe your craft below. List all items being as specific as possible. Items not juried, will not be accepted.

Circle one below, please:

Saturday 10/5 only

Sunday, 10/6 only

Both days 10/5 & 10/6

- Check for \$40 for one day or \$70 for both days, made out to:
Ludlow 250th
- Completed application
- Photos, application emailed to: ludlowma250 **with Ludlow 250th Attn: Fall Festival** in the subject line OR
- Mail hard copies to the Ludlow Town Hall, 488 Chapin Street, Ludlow MA 01056
Attn: Ludlow 250th Fall Festival or drop off in the Clerk's Office during normal Ludlow Town Hall business hours.

1) I agree that all works submitted must be handcrafted, repurposed, refinished by the exhibiting artist/crafter and that only those items on my application and approved by the jury committee will be included in my display.

2) I agree to donate a representative raffle of my craft. Committee person will come around to collect raffle prize directly from you just before the start of the event.

3) Set up begins at **8:00 a.m. and no later than 10:00 a.m.** and I agree my space will promptly be ready to sell at 11:00 a.m. My booth will remain open until at least 5:00 p.m. regardless of what items

have sold or weather conditions. You are welcome to stay open longer if you choose as the event will end at 6:00 p.m.

4) I agree to share/advertise this event on my social media platforms.

5) I agree my fee is nonrefundable even if I do not attend the event as planned.

If you find you are unable to participate for any reason, please contact us as soon as possible at ludlowma250.org, subject line: Ludlow 250th Fall Festival

I agree to the above conditions.

Signature: _____

Date: _____

Please make checks payable to: **Ludlow 250th**

Note: This wonderful Fall themed event will not only feature crafters, local breweries, and food vendors, but also musical entertainment, amusements, children's events and fun, and on Sunday 10/6 we plan on having a Touch a Truck event in Memorial Park from 12-5 (approximately). Something fun for everyone!

Craft category (**for committee use only**)

Space #: _____

Day: Saturday only

Sunday only

Both Days

Comments:

