

Gerry No. 5 Veteran Fireman's Association Annual Craft Fair
Saturday, November 16, 2019

SELLER APPLICATION (New)

All blanks must be filled in – please print!

Contact Name: _____ Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Primary Phone #: _____ Cell Phone #: _____

Email Address: _____

Description of Goods (Please describe your items in detail.) _____

Number of tables required _____ x \$45.00 = _____ **(do not fill in if bringing your own table(s))**

Number of spaces required _____ x \$45.00 = _____ **(only if bringing own table(s))**

Prime spaces include wall space and are \$5.00 extra. There are only **10** of these available. Please indicate if you are requesting any prime spaces. ____ Yes ____ No If Yes, # requested _____ x \$5.00 = _____

Total Amount Due: \$ _____ *Checks payable to Gerry 5 VFA, cash, Discover, MasterCard or Visa*

Payment is non-refundable

Special Requests: _____

How would you like to be listed in advertising? _____ Your Name or _____ Business Name

Seller agrees that Gerry 5 VFA shall not be liable for any loss, theft, personal injury, property damage, or other liability arising from the Craft Fair.

I release the Gerry 5 VFA, members and employees, from any claim for damage or loss of any kind that my product(s) may inflict upon any patron or fellow seller.

I certify the items are appropriate for sale as described in the guidelines (see back). The Gerry 5 VFA RESERVES THE RIGHT TO REJECT ANY ITEMS FOR SALE OR REFUSE ENTRY WITH NO REFUND IF THE REQUIREMENTS HAVE NOT BEEN MET.

I have read and agree to the crater / vendor guidelines.

Signature: _____ Date: _____

Gerry 5 VFA Craft Fair CONTACTS:

Kathy Tankersley Bernier

978-741-4712

ziggyii@comcast.net or gerry5vfa@yahoo.com

PAYMENT IS DUE AT TIME OF APPLICATION! APPLICATION DEADLINE IS October 21, 2019.

For Gerry 5 VFA USE ONLY:

Check / Cash / Money Order/Credit Card Check / MO # _____ Amount Received \$ _____

Date Received _____ Confirmation Sent _____

SELLER GUIDELINES

1. All Craft Fair spaces will be set-up in the Function Hall and include two chairs and one 8-foot table or the same size space if sellers are bringing their own table.
2. Please bring your own electrical cords. Notify the Gerry 5 VFA in advance if electrical is required. Cords must be placed in such a manner as not to be a safety hazard.
3. **Applications will be accepted on a first-come basis. Vendors will receive a confirmation notice via e-mail.**
4. We request that tables be manned by adults only.
5. Each seller is responsible for his / her display and items for sale.
6. We ask that your space be neat, clean, and free from visible overflow merchandise.
7. Once spaces have been assigned, moving will not be permitted. Spaces are assigned systematically, any rearranging or relocating causes problems to other vendors.
8. Please be prepared for business with bags and adequate change. The Gerry 5 VFA will not be responsible for providing change.
9. Sellers are responsible for removing all unsold items from the premises at the end of the sale. Any unwanted unsold items may **not** be left or disposed of at the Gerry 5 VFA.
10. Applicants who find they cannot participate should notify Lynne deGrandpre' or Kathy Tankersley Bernier as soon as possible. We regret that no refunds will be given.

ENTRY REQUIREMENTS

- Complete and sign application. Submit application and fee.
- IF NO EMAIL IS AVAILABLE, enclose a letter size, self-addressed, stamped envelope for your acceptance notification.
- Applications will be taken until all spaces are full.

HOURS

Set-up time is available on Saturday, 7:30 – 9:00 am. There will be a space to unload your car closer to the craft fair spaces but parking will be located across the street on Beacon. Craft Fair sale hours are 9:00 am until 2:00 pm. Vendors must be ready to sell at 9:00 am. Last sale is at 2:00 p.m. Displays/tables must be broken down and completely removed from the Function Hall by 3:00 p.m. All vendors are responsible for removing their own displays.

ADVERTISING

The Gerry 5 VFA will provide publicity in the local area via flyers, newspapers, web site, and other means. Sellers are encouraged to advertise the Craft Fair in their local area with the flyer supplied by Gerry 5 and via Social Media. Permission is granted to use our flyers. Any costs incurred are the vendors' responsibility.

CRAFT FAIR SALE LAYOUT

If you have email access, you will be notified via email of the Craft Fair space layout no later than the week of the event. Any materials depicting the layout of the craft show are not drawn to scale.

FOOD & BEVERAGES – Water will be available near the kitchen area. Light snacks and beverages will be available for sale as well to sellers as well as shoppers. Cash bar will be available starting at 11:00 am. Please police yourselves and dispose of containers properly. Thank you!