



# Arts & Crafts Fair Application 2017

Father's Day weekend June 17-18 & Harborfest weekend September 9-10

Marine Park on Bay Street, Sag Harbor, NY 11963

## Vendor Information

NYS Resale No. \_\_\_\_\_ Contact Name \_\_\_\_\_

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

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

Email \_\_\_\_\_ Phone \_\_\_\_\_

Products for Sale \_\_\_\_\_

New vendors must submit 3-4 photos or website showing the work with application. Website \_\_\_\_\_

## Booth Rental - Saturday & Sunday - Save when reserving and paying for both events!

Select booth type and the number of booths you wish to reserve <b>for each event.</b> <b>Discount for booking both events applies ONLY for full payment at time of application.</b>	Price per booth One/both events	No. of booths		Extension
		June	Sept	
<b>Basic Booth</b> - 12'x12' with open space on each side	\$275 / 500			
<b>Premium Booth</b> - first row facing Bay St. after the walkway, and spaces around the circle	\$350 / 650			
<b>Premium Select Booth</b> - first row facing Bay St. before the walkway	\$375 / 700			
<b>Total amount due with application</b>				

**Payment in full must be received along with application by April 15, 2017. Applications received after that date will incur a \$25 late fee.**  
The Chamber assigns booth locations. Returning vendors may submit request for specific location with full payment.  
A confirmation email will be sent upon application approval—after which no refunds will be issued.

## Payment Information

If paying by check, mail completed form and check to: **Sag Harbor Chamber, PO Box 2810, Sag Harbor, NY 11963**

If paying by credit card, email completed form to: **info@sagharborchamber.com**

**A \$20 processing fee will be added to all credit card payments.**

Credit Card Type:  American Express  Visa  MasterCard

Name on Card \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

Credit Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_ Security Code \_\_\_\_\_

### Rules & Regulations for Sag Harbor Chamber of Commerce Arts & Crafts Fairs

1. The Fair will be held from 9am to 5pm on Saturday and Sunday.
2. Vendors **MUST** attend both days and all hours of the fair, and may not break down displays before conclusion of the fair!
3. All merchandise being sold must be the original product of the vendor. Resales and dealers are **NOT** allowed unless you have prior approval.
4. The fair will be held rain or shine, however if dangerous weather conditions persist the Chamber may close the fair at its discretion
5. Vendors will supply tables, tents and displays. Tents cannot be staked down due to sprinkler system—we recommend using 20-pound weights as anchors.
6. Vendors are responsible for clean and neat maintenance of rented booth(s) and surrounding area.
7. The Chamber will provide garbage containers at Marine Park.
8. There are no electric or water connections available.
9. Set up begins at 7am, and should be completed no later than 9am.
10. Tents and display units may be left up overnight at the vendor's discretion. Remove all valuables.
11. Sag Harbor Chamber of Commerce reserves the right to expel any vendor with no refund.
12. Questions? Email info@sagharborchamber.com or contact event chair Marilyn Holtstein—by phone 917-873-4891 or via email at Marilyn212@yahoo.com.

**Waiver:** The undersigned, a participating vendor in the Sag Harbor Chamber of Commerce Arts & Crafts Fair held in Marine Park, do hereby release the Sag Harbor Chamber of Commerce from any and all liability for personal injury, property loss, theft, or damage at said Fair. The undersigned has read and agrees to the rules and regulations listed above.

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_