



Greater Newburyport
Chamber of Commerce & Industry

2010 Crafter Participation Regulations & Requirements



Newburyport Spring Fest
May 30 & 31

www.NewburyportChamber.org/springfest.shtml



Fall Harvest Festival
October 10 & 11

www.NewburyportChamber.org/fall_harvest.shtml

Please read all Regulations & Requirements carefully.

Keep a copy of this page for your records.

CRAFT STANDARDS

Only handcrafted merchandise, which has been handmade by entrant may be displayed. Imported goods will not be allowed. Any entrant who violates this rule will forfeit his space and entrance fee. To safeguard the integrity of the festival, precautions will be taken to ensure that all parameters are met. Commercially made objects that have been embellished such as bottles, boxes, bowls are not acceptable.

APPLICATION & JURY PROCESS

All crafters are invited to apply. A complete application and five current/representative photos of merchandise - and one photo of display - must be submitted. If you would like your photos returned, please label all photos with your name and include a self-addressed stamped envelope. Crafters selling clothing must send one representative sample of their product. The sample will be available for pickup during the festival. Unless instructed otherwise, the Newburyport Chamber reserves the right to use submitted photos for promotion of event.

A non-refundable \$20 registration fee must be included with application for participation. Payments may be made by check, MasterCard, Visa or AmEx. If you are paying by check, please send two separate checks with your application - one check for the \$20 registration fee and one for the entrance fee. If you are paying by credit card, you will be charged two separate transactions.

All work is subject to a jury and may be declined at the discretion of the Festival Committee (comprised of local merchants and business people). Previous festival participation does not guarantee acceptance. There is not a specific quota system for each medium, however the committee reserves the right to create balance for the show. A notification email (or letter, if necessary) will be sent to all applicants regarding acceptance status. If your application is not accepted, your entrance payment will be returned.

SAFETY & SECURITY

The festival is held out-of-doors, rain or shine. Outdoor conditions are present. For safety precautions, all crafters using a 10 x 10 pop up tent must use tent weights at all four corners of the tent (nearly all spaces are on brick sidewalks, stakes are not allowed).

Entire display is crafter's responsibility (including merchandise, tents, tables, chairs, etc.). There is NO overnight security - leaving anything out overnight is not permitted. Crafters are responsible for breaking down their entire display overnight as the festival grounds are on public sidewalks and streets.

BOOTH PLACEMENT

There are approximately 65 crafter spaces available for each festival. Placement is at the sole discretion of the committee. All crafters will receive their space assignment at check-in on the day of the event. The Newburyport Chamber reserves the right to make changes as necessary to adjust the booth layout at any time.

CANCELLATIONS & REFUND POLICY

Spring Fest entrance fee will not be refunded unless the Chamber is notified of cancellation by April 30, 2010. Fall Harvest Festival entrance fee will not be refunded unless the Chamber is notified of cancellation by September 10, 2010.

All applications and payment for 2010 **Newburyport Spring Fest** must be received by April 30, 2010.
All applications and payment for 2010 **Fall Harvest Festival** must be received by September 10, 2010.

CONTACT

Pam Marrese • Special Events & Tourism Coordinator • pmarrese@newburyportchamber.org • 978-462-6680 x11

Company Name: _____

Entrant's Name: _____

Address: _____

Phone: _____ Cell: _____ Fax: _____

Email: _____ Website: _____

Craft Information

• Check only ONE category that best describes the majority of the work you plan to display:

- | | | |
|---|---------------------------------------|----------------------------------|
| <input type="checkbox"/> Ceramics | <input type="checkbox"/> Metal | <input type="checkbox"/> Jewelry |
| <input type="checkbox"/> Fiber – Decorative | <input type="checkbox"/> Mixed Media | o Metal Smith |
| <input type="checkbox"/> Fiber – Wearable | <input type="checkbox"/> Photography | o Glass |
| <input type="checkbox"/> Fine Art | <input type="checkbox"/> Wood | o Beaded |
| <input type="checkbox"/> Glass | <input type="checkbox"/> Other: _____ | o Ceramic |
| <input type="checkbox"/> Leather | | o Other: _____ |

• Note the retail range and the average retail price of the items you will be selling:

Range: _____ Average: _____

• Detailed description of merchandise (only items listed may be sold):

• List any prior participation in our festivals: _____

• List participation in other shows/festivals: _____

Registration Fee: A \$20.00 non-refundable registration fee is required with all applications.

Entrance Fee: Check appropriate box.

- | | | |
|---|---|----------|
| <input type="checkbox"/> 6 x 10 space – no tent allowed | 6 ft. deep x 10 ft. long x 6 ft. high | \$150.00 |
| <input type="checkbox"/> 10 x 10 space – tent required | 10 ft. deep x 10 ft. long x 10 ft. high | \$250.00 |
| <input type="checkbox"/> Corner space – tent required | 10 ft. deep x 10 ft. long x 10 ft. high | \$300.00 |

Payment Options: Space cannot be held without payment. Cancellations must be received before April 30, 2010 to ensure refund.

1. **Charge** my VISA/MC/AmEx: \$20.00 registration fee + \$ _____ entrance fee
Account # _____ Expiration Date _____ V-Code _____
Billing Address (include zip code) _____
Authorized signature _____

2. **Two Checks** (registration + entrance fee) payable to the Newburyport Chamber of Commerce.



RETURN THIS APPLICATION WITH PAYMENT and PHOTOS/SAMPLES TO:

Newburyport Chamber of Commerce • 38R Merrimac Street • Newburyport, MA 01950

Email: pmarrese@newburyportchamber.org • Fax: 978-465-4145

APPLICATION DEADLINE: April 30, 2010

Newburyport
Fall Harvest Festival

sunday & monday • october 10 & 11
columbus day weekend • 10 AM – 5 PM

2010
CRAFTER APPLICATION

Company Name: _____

Entrant's Name: _____

Address: _____

Phone: _____ Cell: _____ Fax: _____

Email: _____ Website: _____

Craft Information

• Indicate what category your primary craft falls into (check one):

- | | | |
|---|---------------------------------------|----------------------------------|
| <input type="checkbox"/> Ceramics | <input type="checkbox"/> Metal | <input type="checkbox"/> Jewelry |
| <input type="checkbox"/> Fiber – Decorative | <input type="checkbox"/> Mixed Media | o Metal Smith |
| <input type="checkbox"/> Fiber – Wearable | <input type="checkbox"/> Photography | o Glass |
| <input type="checkbox"/> Fine Art | <input type="checkbox"/> Wood | o Beaded |
| <input type="checkbox"/> Glass | <input type="checkbox"/> Other: _____ | o Ceramic |
| <input type="checkbox"/> Leather | | o Other: _____ |

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Range: _____ Average: _____

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APPLICATION DEADLINE: September 10, 2010