



ST. PETER'S CHURCH APPLE COUNTRY CRAFT FAIR 2019 Details & Contract



Thank you for your interest in the St. Peter's Spring and Fall craft fairs! Please note that we accept applications on a rolling basis. Once full, we will start a waitlist. We encourage you to apply early to ensure space availability. Some categories do fill quickly.

Spring Fair

The Spring Fair is scheduled for Saturday, May 18, 2019 from 9:30 am to 4 pm. The fee for this fair is \$75.00 which is due by 4/19/19. If you have been accepted to the fair but have not paid by this date, we will release your held space (reminders will be sent). Space fee refunds cannot be made after 4/26/19.

We look forward to having you set up on Friday evening, if you so desire, which helps make Saturday morning go much more smoothly! We will have a Friday evening set-up on May 17th from 5 to 7 pm. There will NOT be overnight security. Saturday set-up begins at 7 am and all crafters need to be set-up by 9 am.

Fall Fair

Our Fall Apple Country Fair is scheduled for Saturday, September 7, 2019 from 9:30 am to 4 pm and Sunday, September 8, 2019 from 9:30 am to 3 pm. The fee for the two-day show is \$150, which includes overnight security for Saturday. The fee is due by 7/31/2019. If you have been accepted to the fair but have not paid by this date, we will release your held space (reminders will be sent). Your reservation is not refundable after 8/7/2019.

We look forward to having you set up on Friday evening, if you so desire, which helps make Saturday morning go much more smoothly! We will have a Friday evening set-up on September 6th from 5 to 7 pm. There will NOT be overnight security for Friday night. Saturday set-up begins at 7 am and all crafters need to be set-up by 9 am.

You are responsible for providing your own tent, tables and chairs or whatever else you might need for your business. Please remember that these fairs are held outdoors, rain or shine. Please be prepared to stay for the entire duration of the fair.

Application Procedure

Download the application from the St. Peter's website (<https://stpeterslondonderry.org/Craft-Fair>) or fill out the application [online](#). Please remember to submit photos or website information so that we can view your handmade crafts. We verify that all crafts are handmade by you. We do not allow direct sale vendors or buy/sell items.

Please keep a copy of the application for your records.

If mailing your application, please send it to:

St. Peter's Church
Attn: Crafts Manager
3 Peabody Row
Londonderry, NH 03053

We will review your application and email a response within 2 weeks. If accepted, we will send you a link to submit payment via Paypal, or you can mail a check to the address above.

Your payment is due by the dates referenced above.

Space Information and Requests

St. Peter's Church is invested in your success! We recognize that each crafter may have a space preference and each request will be considered carefully, but cannot be guaranteed. Please use the space map to indicate your 1st, 2nd and 3rd preference. We will do our best to accommodate your preferences. Our goal is to spread similar styles of crafts evenly throughout the fair to keep the fair alive and make each space a showcase for your craft.

Each outdoor space will be approximately 10' by 10'. We have single or double spaces available, priced accordingly.

This year we will have outdoor tents for those prefer this option. For the spring fair, we will have 4 sites in a 16x16' tent. We have a 20x24' tent for the fall fair reserved with 8 sites. The tables in the tents must be no longer than 6'.

We will again have 5 indoor spaces in our meeting room for 6' tables only.

We realize that due to the nature of our grounds, some spaces seem to invite the use of area around the allocated space. We have always allowed crafters to make use of this "extra" space and will continue to do so within reason. This would mean if you have a space where your tent has an exposed side, you may use that side for display or place a small table or shelf at the opening of your space, not to extend beyond 2 feet. If St. Peter's feels that boundaries have been extended too far, we will need to ask you to consolidate or purchase additional display space. We no longer are able to offer ½ spaces. We appreciate your understanding and cooperation on this matter and in being considerate to all crafters.

Set-up and Dismantling Procedures

Our parking attendants will be available to direct you upon your arrival and after set up. We will be using the walkway as an unloading/loading area. We request your help in keeping the traffic moving smoothly by:

**Unloading your car quickly*

**Moving your car to the parking lot*

**Then setting up your booth area*

**At the end of the day, please reverse the order to keep traffic flowing.*

We appreciate your prompt unloading and parking of your vehicle so each crafter will be able to set up in a timely manner. All vehicles are to be parked in the parking lot. Please speak to us if you feel

you need special consideration. We also request your vehicle identification/license tag on the application form so we can locate you, if needed.

Crafter Showcase

And finally, thanks to those many crafters who donate an item to our Crafter Showcase Raffle. The raffle is a great way to have your craft, booth number and business card in the forefront of the fair and for us to direct admirers to your booth. Proceeds from the raffle benefit St. Peter's and our community outreach programs. We are asking every crafter to please donate a craft that best represents your talent. You will be given a tax-deductible donation letter from the church for the value of the item donated. Thanks again to all who have made this raffle a success in the past!

St. Peter's takes great pride in the quality of handmade items offered by our crafters at these fairs. It is our intention to continue to monitor and discern exceptional craft items that reflect the hard work and talents of each artisan. If you have any questions on the fairs, please contact the Crafts Manager at (603) 437-8333 or email saintpeterscraftfair@gmail.com.

We are looking forward to seeing you!

Sincerely,

Paula and Katie

Crafts Managers

APPLE COUNTRY CRAFT FAIR Spring & Fall 2019

EXHIBITOR'S APPLICATION/CONTRACT

St. Peter's Agrees:

1. To provide approximately 100 sq. feet (10'x10') per single space on the lawn for:
Spring fair: May 18, 2019, rain or shine Fall fair: September 7 and 8, 2019, rain or shine. If selected, table space under our large tent or inside our meeting area – as available.
2. To provide attractive advertising for the show; including posters, magazine listings, newspaper articles and radio/TV announcements.
3. To attempt to accommodate specific space requests whenever possible.
4. To inspect booths periodically to ensure that only handcrafted items as listed on contracts are displayed.
5. To provide security at Fall Craft Fair (Saturday night only, September 8th, 2018).

The Exhibitor Agrees:

1. To pay the following amounts for rented space at the Apple Country Craft Fair:
Spring fair: \$75.00 by April 19, 2019. Fall fair: \$150.00 by July 31, 2019. This year we are offering a \$25 discount on the outdoor sites only for those who sign up and pay for both fairs by March 31, 2019. The discount is not applicable for indoor or tent sites. Payment can be made via Paypal or by check. Checks should be made payable to "Church of St. Peter" and mailed to:

St. Peter's Church
Attn: Crafts Manager
3 Peabody Row
Londonderry, NH 03053
2. If the exhibitor has not paid for space by April 19, 2019 for the Spring fair and July 31, 2019 for fall fair, St. Peter's may reassign the space.
3. Space refunds cannot be made after April 26, 2019 for the spring fair or August 7, 2019 for the fall fair.
4. To provide his/her own tables, canopies, display areas for crafts, and change for sales.
5. To provide only craft products solely designed and/or made by the registered crafter that have been juried. Absolutely no dealer and/or wholesale items allowed, or other crafters not on registration form.
6. To display only items described on signed Application/Contract.
7. a) That the display will be in place by 9 am on the fair date. b) Displays will not be broken down until 4pm on Saturday, May 18, 2019 for spring fair and 3 pm Sunday, September 8, 2019 for fall fair. Be prepared for changing weather. Exhibitors who close down and leave the fair before the above closing times without explicit approval of St. Peter's may not be invited to attend future fairs.
8. Contact the Crafts Manager before the fair if you are not able to attend. If calling on the day of fair, please call St. Peter's Church 603-437-8333.