

***** **WHAT YOU NEED TO KNOW Before submitting your application** *****

- **Prior participation/Solicitation and/or submission of application with payment does not guarantee acceptance**
- Artisans and crafters are invited to display and sell original work. Commercially manufactured items are not allowed. To insure the quality of the Fair, vendors must produce the items they sell and be present on the day of the Fair.
- The Committee reserves the right to limit the number of craftspeople in any category, limit the number of spaces per crafter and to make other artistic choices to insure a diversified exhibit
- **NO flames/burning/SMOKING** allowed anywhere on school grounds including those crafters who may sell candles
- **PHOTOS** - you must submit photos/prints of each type/style/medium of item to be sold within your space. This is how the selection committee protects all crafters from numbers of duplicated craft styles. Fair committee members reserve the right to ask you to remove any items not previously approved
- **Pictures via email or reference to websites ARE NOT ACCEPTED. Please print your name on the reverse of all photos. Thank you. If accepted pictures are returned Fair day. If not accepted, unless a postage paid envelope is supplied, photos are destroyed**
- Artisans must supply their own table*(s), extension cord and strip cord (one double plug for each two crafter spaces). Each crafter is allotted one outlet of a double plug, i.e., you will be sharing an outlet with a neighboring crafter. *Table/display legs and the like in contact with school floors MUST have rubber feet/caps. Displays must be appropriately dressed/draped to the front and sides no shorter than 4" from floor. Where felt squares are provided they must be used even with rubber feet. Please keep your space in a neat and tidy manner . PRODUCT STORAGE -extra product may NOT be visible to the public
- Sharing of Space is PROHIBITED
- Artisans are responsible for licensing, INSURANCE/TAX ID, etc
- **WIRELESS CONNECTIVITY** -There is public wireless connectivity available to you. Usually, NO PASSWORD (GCSGuest) NEEDED
- **GREENLAND BOY SCOUT 158 and Greenland School's 8th grade class** are on hand to assist unloading/loading materials with the help of carts donated by Lowes and Rolling Green Nursery. Assist does not include erection or breakdown of displays/unpacking/packing.
- No child sitting service is available-children must remain within your space or be accompanied by a responsible adult
- As we continue to increase the quality and variety of our Fair, May 31st will be the deadline by which applications received will be notified of acceptance or no thank you.
- **BREAKDOWN on Fair Day** may NOT begin until 3 PM-no exceptions
- **PUBLICITY**– Publicity for the Fair will include print media, online websites, social media, radio public service announcements and signs throughout the local area. Our most popular advertising medium-**bright orange bookmarks** will be sent to each crafter with additional available upon request. Vehicle window decals will be mailed to each crafter (Fair Name address and date)
- **ARRIVAL TIME / SET UP** – Saturday 11/18/17 4PM-6PM, Sunday 11/19/2017 – 7AM-booths must be fully set up NLT 9:30 AM
- **PLEASE NO EARLY ARRIVALS** **either Saturday afternoon or Sunday morning.** The craft Fair volunteers need the time before your arrival to coordinate their duties and ready the building to ensure the Fair/festival is all you wish it to be. **DOORS WILL NOT OPEN UNTIL THE SPECIFIED TIME** indicated
- **CHECK IN** – not later than 8AM, Sunday, November 19, 2017 **NO EXCEPTION**...this enables us to make adjustments in time for a waiting list crafter
- **MOST IMPORTANT** ... if on Fair day you have not checked in or contacted us by 8AM via cell phone 603-502-9299 YOUR SPACE is subject to re-sale or will be filled at our request to neighboring crafters by expanding their display to include your space, the appearance of the room or hall is gravely affected by empty space. SPACE FEE including electricity will not be refunded NO EXCEPTIONS
- Once accepted NO REFUNDS-no exceptions
- **RETURNED CHECK FEE** - Once accepted returned checks for insufficient funds will be charged our **bank fee PLUS \$10 handling charge.** Replacement payment shall NOT be by personal check, but shall be payable by bank check or money order
- **CHECKS** – if not selected for participation notification will be via email and your check is marked as VOID and micro-SHREDDED following the Fair
- Although we attempt to keep email lists of past participants, general inquiries, etc. on file, GFWC is under no obligation to notify crafters when application is available for download. Begin checking website in mid February at GreenlandWomensClub.org. Early deadline is March 31
- **Local Accommodations:** Comfort Inn – 603-433-3338 Rosewood of Rye – 603-964-9700 Wren's Nest--603-436-2481 Motel 6 – 603-334-6606 - chosen for distance from Fair and for no other reason. Check internet for guest comments.

NO ADMISSION fee is charged to our guests / COMPLIMENTARY PARKING for crafters (weather permitting) and guests

KEEP THIS PAGE FOR FUTURE REFERENCE...return only pages 2 and 3

APPLICATION – 27th ANNUAL CRAFT FAIR and PIE FESTIVAL SUNDAY, NOVEMBER 19, 2017 10AM-3PM

For GFWC use

Mail your application, pictures and check to
GREENLAND WOMEN'S CLUB Craft Fair Committee
 PO Box 151 Greenland, NH 03840
www.GreenlandWomensClub.org

Donna Fabisak 603-964-5588 (Public Relations Coordinator/Correspondent) GFWCDonna@comcast.net

All correspondence is filed by **LAST NAME** of the ARTISAN/CRAFTER. When corresponding PLEASE reference **LAST NAME and craft**

NAME _____ Street/Town/Zip _____
 PHONE _____ EMAIL _____
 WEBSITE URL _____ BUSINESS NAME _____

All Spaces are \$75.00 for complete applications submitted on or before March 31, 2017, no exceptions, \$85.00 per space thereafter.

ELECTRICITY - LIMITED AVAILABILITY – NOT GUARANTEED - only available with assignment of wall space.

Additional \$10.00 for electricity

Electricity - YES No thank you

SPECIAL REQUESTS - PLEASE, if you have requirements in order to agree to participate in our Fair you must note here...otherwise if you are accepted and become displeased with, for example, your space assignment due to location or size, your application fee will NOT be refunded. If your specific needs cannot be met, committee will automatically send a no thank you to your application request.

If contacted prior to or after Fair regarding you/your craft, do we have permission to give your email telephone as contact information?

I have included my check Number _____ in the amount of \$ _____
 PLEASE do **NOT STAPLE** CHECK TO THE APPLICATION

If your application is not selected do you wish to be on the wait list should a crafter within your category withdraw? YES NO
 SPACE ASSIGNMENTS WILL BE RECEIVED NOT LATER THAN October 20, 2017

Applications not accompanied by payment will no longer be considered received until payment is received

Please describe your craft and its origin/creation process in detail for committee review. This is a separate item from the website description found on page 3. The Selection Committee relies heavily on the description you supply for participation acceptance. "Same as last year" is not acceptable. If you need additional space, please use the reverse.

Please circle category(ies) of items to be displayed within space—if you do not see a suitable category include in any blank space.

*Art	Clocks	*Jewelry	Personal Care	FOOD	Edibles Specify*	Toys/Games/Puzzles
Author	Basketry	Leather	Pottery/Ceramics/Clay	*Paper	note cards calendars	Naturals-seeds, herbs
Glassware	Driftwood	Metal	Photography	Dolls	Doll Clothing Accessories	*VARIETY - specify
Calligraphy	*Wood	Small Furniture	Pet Products	Folk Art/Decorative Painting		Slate/Stone
Floral	Glass	Music		Floral LIVE SILK PRESSED		*FIBER- Soft Sculpture
*Fiber Art-Adult Clothing Accessories - circle one or both		*Fiber Art-Children Clothing Accessories - circle one or both		*Fiber Art Home Accessories		Fiber Art - Totes/bags/purses

*PLEASE SPECIFY, example, Art-watercolor, Fiber Art-knit, crochet, sewn, quilting, etc. Food-jams, candy, herbs, condiments. Participating artist prints are permitted.

DISPLAY HEIGHT at its HIGHEST POINT _____ (this information will allow placement of crafters to optimize visibility across room(s))

PRICE RANGE of items to be sold within your space \$ _____ - \$ _____

Please complete a description of your craft(s) for GFWC website. Maximum 105 characters. **INCLUDES** alpha and numeric characters, spaces and punctuation .

If the below portion of the form is not completed we cannot include you on our website as a participating crafter/artisan EXCEPT if you were a last year's participant you MAY say "same as last year".

Along with your application please include a **recent photo/print** of your **space** and **at least one photo/print sample of each type/style/medium of each craft to be marketed at the Fair.** **We cannot accept pictures emailed to us or website references in lieu of photographs/prints.**

PLEASE print name on reverse of your photos

BOOKMARKS – Our traditional **orange bookmarks** advertising the Fair are sent to all artisan/crafters. Let your space/booth visitors know where you will be on Sunday, November 19, 2017. **Bring them to your local library, post them on local bulletin boards; any and everywhere.**

2016 PARTICIPANT **PRIOR, but not 2016 participant** **NEW PARTICIPANT/never having participated**

CUROSITY: If you are a new participant, how did you hear about our Craft Fair/Pie Fest?
_____. If you were referred by another artisan (who would that be _____), we would like to thank them.

IMPROVEMENT: If you are a prior participant of the Fair, how many years of participation? _____
GFWC appreciates your suggestion(s) now and following - how we might improve our Fair?

I HAVE READ and understand PAGE 1 of the application. **I also agree to hold harmless** Greenland Women's Club and/or Greenland Central School and the town of Greenland, NH for any injury or loss that may occur to me as an exhibitor or anyone assisting me as an exhibitor while on the premises of the Greenland Central School.

Signature _____ Date _____

AS ALWAYS WE WISH TO MAKE THIS FAIR THE MOST PROFITABLE FAIR IN WHICH YOU PARTICIPATE

In order to continue to expand our advertising campaign to better serve you, please list addresses/emails of anywhere including websites you are aware of for the advertising of crafters/craft Fairs and other publicity suggestions. Thank you. Need a larger space - please use reverse.