



# 2017 Craft Fair Application

Saturday, November 25, 10:00 am – 4:00 pm

## Friends of the Lindenhurst Memorial Library

Applications are due by Wednesday, November 1, 2017. Once capacity is reached, vendors will be placed on a waiting list. Send the **SIGNED** and completed application and your check for the \$50 exhibitor fee made payable to Friends of the Lindenhurst Memorial Library, together with a publicity photo of your craft wares, to: Friends of the LML Craft Fair, One Lee Avenue, Lindenhurst NY, 11757. Call 631-957-7755 x 124 with questions.

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

Address: \_\_\_\_\_ City: \_\_\_\_\_ Telephone \_\_\_\_\_

Email: \_\_\_\_\_ NYS Tax ID Number (if applicable) \_\_\_\_\_

Website (if applicable) \_\_\_\_\_ Describe the products you intend to sell:

\_\_\_\_\_  
\_\_\_\_\_

Set up will begin at 8:30 am on Saturday. Vendors **MUST** park in marked stalls in front to load and unload. Cars **MUST** be moved to the auxiliary lot across the street to allow patrons to park in front. Sale is open to the public 10:00 am -4:00 pm. All vendors and merchandise must be vacated by **4:55 pm**. Each vendor will receive a 7' x 7' space and may not create a public aisle within their space. All tables, chairs, items for sale and the vendor must fit completely within the area. A single 6' by 30" table will be provided by the library, with 2 chairs. Access to an electric outlet may be requested, but not guaranteed.

As required, I am submitting a photo of my products, which will be returned the day of the craft fair.

I am applying to be near an electric outlet

I have enclosed my check made payable to the Friends of the Lindenhurst Memorial Library

I acknowledge that I have read and will abide by all the rules and regulations on page 2, and the Friends of the Lindenhurst Memorial Library and the Library itself assume no responsibility for my person or property during the craft fair. I understand I am responsible for my own set up and clean-up of my area.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**PLEASE KEEP A COPY OF THIS FORM FOR YOUR RECORDS**

Date received \_\_\_\_\_ Initials \_\_\_\_\_ Vendor Contacted: \_\_\_\_\_ Vendor added to waitlist: \_\_\_\_\_

## ***Friends of the Lindenhurst Memorial Library Craft Fair Agreement***

Exhibitor will abide by and be subject to the following agreement as a condition for acceptance as an exhibitor at the ***Friends of the Library*** Craft Fair.

1. I am the owner of the business that either produces or distributes the products displayed in my booth.
2. I will be present at the Craft Fair, representing my work and will not sublet booth space to another business or entity.
3. I understand that the ***Friends of the Library*** reserves the right to remove, without refund or recourse, any exhibitor who misrepresents themselves or their product.
4. I agree to comply with all local and state regulations. I will have no open flames.
5. I will obtain all tax, vendor or other permits as required by local or state authorities at my own expense.
7. I agree to pay the amount of \$50, which must be submitted along with the application. Once accepted, I understand that any exhibitor who fails to appear one hour before the Craft Fair opening forfeits their right to exhibit without refund or recourse. If I am not accepted, my check will be returned.
8. I will not hold the ***Friends of the Library, Lindenhurst Memorial Library***, its agents, employees or officers liable for failure to perform or fulfill its contractual obligations provided such failure is caused, occasioned or impeded by closures of site location due to any causes beyond its control. Nor will I hold the ***Friends of the Library*** or ***Lindenhurst Memorial Library*** responsible for loss or damage of exhibitor's wares, exhibits or personal property or for loss or injury caused by products sold or exhibited by exhibitors, directly or through warranty, express or implied. Insurance for such loss, damages or injury will be my sole responsibility.
9. If my check is returned due to insufficient funds, I agree to replace it with a money order or teller's check or to forfeit my place at the ***Friends of the Library*** Craft Fair.
10. I understand the ***Friends of the Library*** will make the assignments of booth locations for each exhibitor at their sole discretion.
11. It is agreed that the ***Friends of the Library*** reserves the right to amend and/or add to the applicable rules pertaining to and governing this show at any time prior to its commencement. Additions or amendments will be circulated to exhibitors in writing. The interpretation of all rules by the ***Friends of the Library*** will be final.

### **General Release and Acceptance of Rules**

I have read the contract and agree to abide by these rules. In addition, I expressly release the ***Friends of the Library*** and the ***Lindenhurst Memorial Library***, from any damage, injury or loss to any person or goods, which may arise from the occupation of this space or the participation in this Craft Fair by me, the exhibitor. I also agree to hold the ***Friends of the Library*** and the ***Lindenhurst Memorial Library*** harmless of any loss, injury or damage. I further agree that no employment is created by this contract.

If this application is accepted, I give permission to use my name, company name and contact information; the photograph or other materials submitted; for publicity purposes, including the ***Lindenhurst Memorial Library*** website. Photographs will be returned on the day of the event, only to those who request it. Application to this show constitutes exhibitor agreement of this release.