



Saturday, July 21, 2018  
10 a.m. to 5 p.m.  
Sunday, July 22, 2018  
10 a.m. to 5 p.m.  
(Rain or Shine)

# Vendor Application

## Contact Information

Name: \_\_\_\_\_ Business Name \_\_\_\_\_ PA Sales Tax ID # \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_ Are you a Laurel Arts member? Yes \_\_\_ No \_\_\_

## Craft Information

Please check the appropriate category of items for sale:

- |  |                                       |  |   |
|--|---------------------------------------|--|---|
| <input type="checkbox"/> Fabric/Textile Crafts | <input type="checkbox"/> Wood Crafts  | <input type="checkbox"/> Jewelry             | <input type="checkbox"/> Painting/Drawing |
| <input type="checkbox"/> Pottery & Ceramics    | <input type="checkbox"/> Glass Arts   | <input type="checkbox"/> Flower Arrangements | <input type="checkbox"/> Mixed Media      |
| <input type="checkbox"/> Gourmet Foods         | <input type="checkbox"/> Paper Crafts | <input type="checkbox"/> Soaps/Body Products | <input type="checkbox"/> Other _____      |

Description of items for sale: (Include photos, emailed images, or a website to view your items, if available)

## Booth & Fee Information

Each vendor will occupy one 12' x 12' space. Multiple spaces are available to accommodate those that need additional space. (Two spaces = twice the registration fee.) Electricity is available for a fee. Water is also available. *Please indicate below how many vendor booths you are requesting and indicate whether you require electricity and/or water in the appropriate spaces.*

Would you like to participate on Friday night? \_\_\_ Yes \_\_\_ No (Cost is the same)

**WEEKEND BOOTH FEES:** \_\_\_\_\_ \$50.00 Early bird discount-application due on/before April 30, 2018  
\_\_\_\_\_ \$35.00 Members of Laurel Arts  
\_\_\_\_\_ \$65.00 Non-members

**ELECTRICITY:** Do you need electric? \_\_\_ Yes \_\_\_ No  
\_\_\_\_\_ \$15.00 for 110v 20 amp—price is PER LINE  
\_\_\_\_\_ \$45.00 for 220v 30 amp—price is PER LINE

**WATER:** Do you need water? \_\_\_ Yes \_\_\_ No

❖ Please check that you have included the following required information:

- Two (2) photos of your work and one (1) photo of your booth display.
- Your booth fee with the additional electricity fee, if needed.
- Your PA Sales Tax ID # (**ALL VENDORS MUST HAVE A PA SALES TAX ID#**).

Applicants and participants of Somerfest hereby release Laurel Arts and its affiliates involved from any and all liabilities arising from the festival, including, but not limited to, claims, loss, expense or injury. I/We grant permission for photos of my/our craft/art/product/media to be used on social media platforms and promotional items. I/we have read all of the application, rules and instructions in their entirety and hereby agree to all of the stated show rules, instructions and requirements.

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

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

If you have any questions, please contact Laurel Arts at 814-443-2433 or Alison Leer, Somerfest Vendor Liaison, at 814-521-5652 or [alisonleer@outlook.com](mailto:alisonleer@outlook.com).

Thank you,

Jaclyn McCusker, Director of Development at Laurel Arts

Send this copy

## Vendor Rules & Information

- ❖ All items sold are subject to approval by the Maker's Market Committee. **No resale items permitted.**
- ❖ Color photos must accompany the application. Do not include more than three (3) color photos, which should include two (2) photos of all items sold and one (1) photo of the design and set up of your booth. The photos are used to ensure the quality of your product and to eliminate the possibility of mass duplication. Photos may be emailed to [alisonleer@outlook.com](mailto:alisonleer@outlook.com). All photos provided by you become the property of Laurel Arts and will not be returned.
- ❖ If jewelry is a part of your display, please indicate what type of jewelry (i.e. 14k, sterling silver, costume or watches).
- ❖ All items must be handcrafted by the participating artist. Crafts/products/media should show creativity and originality, good craftsmanship and design.
- ❖ All merchandise shall be of a family-oriented nature and shall not be offensive to the public or fellow crafter in any way. No items displaying suggestive connotations or profanity, political or religious campaigns, or weapons may be sold. The chairperson of the show shall have the discretion to determine if something is offensive and shall be deemed unsaleable. Anything deemed unsaleable must be removed from the grounds immediately.
- ❖ We ask that you demonstrate your art/craft at your booth, if possible. Demonstrations should help to educate attendees and promote an interest in the art/craft/media, which should help you with sales.
- ❖ You must list everything you intend to sell. This not only helps us appropriately advertise, but keeps us from overbooking a particular item. If you have something unusual, please describe it in detail.
- ❖ No raffle tickets, drawings or contests free or otherwise are permitted at vendor booths.
- ❖ Each vendor is responsible for all applicable licenses, fees and taxes required for merchandise. State sales taxes must be paid to the state comptroller. The tax rate in Pennsylvania is 6%.

## Somerfest Vendor Schedule

SET UP:	<b><u>Friday, July 20, 2018 from 12:00 p.m. to 4:00 p.m.</u></b> (All vehicles <u>must</u> be moved to the designated parking areas by 4:00 p.m. on Friday). <b><u>Saturday, July 21, 2018 from 6:30 a.m. to 9:30 a.m.</u></b> (All vehicles <u>must</u> be moved to the designated parking areas by 9:30 a.m. on Saturday).
FESTIVAL HOURS FOR ART VENDORS:	<b><u>Friday, July 22, 2018 from 5:00 p.m. until 9:00 p.m.</u></b> (Friday is optional-cost is the same) <b><u>Saturday, July 21, 2018 from 10:00 a.m. to 5:00 p.m.</u></b> <b><u>Sunday, July 22, 2018 from 10:00 a.m. to 5:00 p.m.</u></b>
TEAR DOWN:	<b><u>Sunday, July 22, 2018 AFTER 5:00 p.m.</u></b>

- ❖ All displays must be left up until the close of Somerfest. Please do not drive into the booth/show area or pack up before 5:00 p.m. on Sunday. Vendors who do not comply with this request will not be asked back.

**LAUREL ARTS/SOMERFEST** does **NOT** provide the following:

- ❖ Electric/extension cords—you must provide a cord to connect to Laurel Art's power source.
- ❖ Tent/Shelters—this is an outdoor event. All booths/displays are outdoors, rain or shine.
- ❖ Tables/Displays.
- ❖ Chairs/Seating.
- ❖ **Booth assignments are subject to the sole discretion of the festival committee. Every effort will be made to honor requests, but we cannot guarantee your space assignment request. You will be advised of your space assignment upon check-in.**
- ❖ Laurel Arts will provide overnight security to guard against injury, loss and damage. Laurel Arts will not assume responsibility should any injury, loss or damage occur. Laurel Arts is not responsible for merchandise left on Laurel Arts grounds or at vendor spaces, before or after the show.
- ❖ **PLEASE FILL OUT, SIGN, DATE AND RETURN PAGE ONE (1) OF THIS AGREEMENT WITH YOUR FULL PAYMENT. DON'T FORGET TO MAKE A COPY FOR YOUR RECORDS.**