

Summerfair 2024 - Craft Show Application

Saturday, June 29th, 2024 - 9:00am - 3:00pm

Rush Campus, Dickinson College

**Please Print:**

Business/Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Art/Craft Medium: \_\_\_\_\_

Description of Art/Craft: \_\_\_\_\_

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

Facebook: \_\_\_\_\_ Website: \_\_\_\_\_

Instagram: \_\_\_\_\_ Other: \_\_\_\_\_

**Cost: \$50.00 (15' frontage x 10' deep):**

# Booths \_\_\_\_\_ Amount enclosed: \$ \_\_\_\_\_ Check #: \_\_\_\_\_

**I understand and accept the terms of this agreement (Signature Required)**

Office Use Only:      Contract: \_\_\_\_\_      Payment: \_\_\_\_\_      Photos: \_\_\_\_\_      Space # \_\_\_\_\_

Please add additional notes or comments on reverse.

Please return this page of the agreement with your check or money order (payable to Carlisle Summerfair) to:  
Connie Hollenbaugh, Attn: Summerfair, 3059 Spring Rd., Carlisle, Pa 17013

## **Carlisle Summerfair 2024 Craft Show Application**

Saturday, June 29th, 2024 9:00am-3:00pm

Rush Campus, Dickinson College, Carlisle, Pa. 17013

1. Exhibitor's fee is \$50 (15' wide x 10' deep – most will be deeper). Checks should be made payable to 'Carlisle Summerfair' (checks or money order only please).
2. Exhibitors are required to send photos of their art/craft. Photos should be sent via email to [chollenbaug@comcast.net](mailto:chollenbaug@comcast.net) so they can be used for marketing purposes and to determine booth placement. If photos are not received, we cannot place the artist/craftsman and will return payment if not received.
3. All items sold must be handmade by the person renting the booth space – no exceptions. Artists/craftsmen may share a booth as long as both are listed on the application. If items are found that are not handmade by the exhibitor(s), they will be asked to remove them or leave the campus.
4. Note: there will be a Kids Art Craft Activity from 9am-Noon. Any organization that would like to participate may sign up free of charge but must provide free art/craft/fun activities for kids. Local businesses may participate if they have an art/craft related free booth with activities/handouts (example: face-painting, balloon art, etc.). Handouts such as brochures and business cards may be displayed, but no sales of product. A separate application for the Kids Art Craft Activity is available.
5. Exhibitor's space will be reserved in order of receipt. We will be accepting the first 120 applications with payment. Deadline for applications is May 31st, 2024.
6. A map of the craft show area with your space and set-up information will be mailed to you by June 12th.
7. If exhibitor has a canopy, tie-downs must be within exhibitors' space. Tents are requested to be weighted (40# per leg – recommended in case of winds).
8. Note – we do not jury the artists and craftsmen for this show – so please note that we also don't turn anyone away unless they don't make what they sell. It is entirely possible to have many exhibitors that make the same art/craft. The best we can do is ensure the best layout possible.
9. No open food items are to be sold at craft exhibitor booths. There will be food trucks/vendors on campus.
10. There will be port-a-potties on-site (including handicap access).
11. Exhibitors are responsible for cleaning up their area. Trash receptacles are located on-site.
12. Set-up times will be from 6am-9am and tear down will be from 3pm-4:30pm. Exhibitors will be permitted to drive on campus to unload. We request that exhibitors unload immediately and then leave the campus via High Street to park – there is a parking lot behind the Rush Campus and various others within the block. More info will be forwarded.
13. The Carlisle Summerfair will not carry insurance or be responsible for any personal injury or financial loss of any nature. There will be security police and medical emergency personnel on-site for the event.
14. **EVENT WILL BE HELD RAIN OR SHINE** and is outdoors. Cancellation date is June 1st for fees to be refunded.
16. Acknowledgement will be forwarded via email of receipt of application and payment (please send payment with the application). Questions may be forwarded to Connie Hollenbaugh at [chollenbaug@comcast.net](mailto:chollenbaug@comcast.net) or (717)422- 6895.