



Harvest of the Arts Application

Sunday, September 16, 2018

11:00 a.m. until 4:00 p.m.

Over the course of the last three decades, the Harvest of the Arts has truly become a jewel in Wellington's crown. This juried craft fair, always scheduled for the third Sunday in September, welcomes about one hundred artisans annually to the beautiful green space in front of the historic Wellington Town Hall. In addition to handmade treasures, the Harvest boasts a handmade quilt raffle which benefits the Friends of the Library, lunch fare offered at the Friends Café inside the Town Hall, and children's activities.

The Harvest of the Arts takes a tremendous amount of time and effort to coordinate, but the Friends of the Herrick Memorial Library are committed to continuing a beloved Wellington tradition. For more than thirty-five years, the Friends of the Herrick Memorial Library have been caring for our community by caring for our public library. This not-for-profit group is made up entirely of volunteers, who support the library by offering time, energy, and enthusiasm.

The Friends of the Library are honored that you are interested in becoming a vendor at our biggest fundraiser, the Harvest of the Arts. *Please read the following Rules and Important Information Section very carefully as some of the information has changed from previous years.*

Administration & Operations: The event is operated and staffed by the Friends' volunteers.

Items you can sell:

- All items must be *hand-crafted* and listed in this application.
- No baked goods may be sold by exhibitors.
- Manufactured and imported items to resell are not permitted.
- We reserve the right to remove any item not listed on the enclosed application for any reason. Event coordinators reserve the right to do so without refund.

Application Process:

- Deadline for submitting applications is March 31st. Later submissions are not guaranteed spaces.
- Enclose at least three (3) **current** photos of your items listed below. **ONLY** applications with photos will be considered. All applications, even repeat vendors, **MUST** submit up-to-date photos. Please be sure your name is on the back of the photos. All photos will be returned the day of the show.

Application Process, continued:

- Return application by mail to 101 Willard Memorial Sq., Wellington, OH 44090 or by email to harvestofthearts@yahoo.com. If you prefer email, send photos in jpeg format only. Items received through email will not be juried until we receive your check.
- The State of Ohio requires a vendor's license for individuals selling goods for profit. Each vendor is responsible for obtaining this license in time for the event.

Fees:

- \$65.00 for outside space @ 12' x 12' (we have increased the outside space size for 2018).
- \$75.00 for inside space @ 10' x 10' (Town Hall or Fire Station).
 - 2 chairs will be provided for each inside space.
- \$10.00 for 8' table rentals inside Town Hall and Fire Station only.
- Payment Options: Include payment for both your space(s) and table(s).
 - Checks or money orders are payable to FOHML.
 - You may pay cash at the library.

Electricity:

Electricity is only available on perimeter spaces INSIDE. Exhibitors must provide a heavy-duty extension cord that complies with local fire code, no smaller than an AWG rating of 16/3 with ground prong intact. Generators are permitted outside but must be battery operated.

Food:

- Friends Café, a full food concession, is available inside Town Hall.
- Vendors will receive coupons for free coffee and donuts during Sunday morning setup.
- Volunteers will be available to deliver your lunch to your space, if requested. A form inside your welcome packet can be filled out for this service.

Cancellation Policy/Refunds:

In the event that you need to cancel, please understand that we do not issue refunds. The proceeds from this event sponsor programming at the Herrick Memorial Library. In addition, it takes time for us to find new vendors and make arrangements to fill your space.

Notice of Acceptance:

Upon acceptance, you will receive an exhibitor packet with further details. If we do not accept your application, we will return your check and photos. Notification of your acceptance is typically mailed within 2 weeks.

Set-up Times:

- Saturday, September 15th from 5:30 p.m. - 7:30 p.m.
- Sunday, September 16th after 7:00 a.m.
- Fire Hall set-up is only available on Sunday after 7:00 a.m.
- Volunteers will be available to assist you with unloading on Sunday morning only.

HARVEST OF THE ARTS - VENDOR APPLICATION 2018

(Please Print Clearly)

Exhibitor Name: _____

Address: _____

Business Name: _____

Phone: _____

Email: _____

Website and/or Facebook: _____

Please provide a description of the items you will be selling and confirm that everything is, indeed, handmade. Due to complaints that some vendors were including manufactured items not listed on their original applications, the jury requires a full disclosure of goods. Attach additional pages as necessary. All vendors MUST include updated photos. Acceptance into previous shows does not guarantee a space each year.

TYPE OF SPACE PREFERRED:

\$ _____ Outside Space @ 12' X 12' for \$65.00 each. # of Spaces Requested _____

\$ _____ Inside Space @ 10' x 10' for \$75.00 each. # of Spaces Requested _____

Town Hall Preference: Wall Space _____ Center Space _____

\$ _____ Tables needed at \$10 each. # of Tables Requested _____

(Tables are ONLY available for Town Hall and Fire Station spaces.)

_____ Check here if you need electricity. Electricity is ONLY available on perimeter spaces INSIDE.
Exhibitor must provide heavy-duty cord that complies with local fire code.

\$ _____ ***Total Fee Enclosed, including all Spaces and Table Rentals.***

HARVEST OF THE ARTS - VENDOR APPLICATION 2018

SPECIAL REQUESTS: ** PLEASE NOTE: Increasing the size of our outdoor spaces in 2018 may result in changed space numbers. We will do our very best to accommodate requests for spaces close to your requested one. This change also resulted in the elimination of a few spaces. We cannot guarantee all special requests will be granted. Please use the space provided here to indicate any special location or requests you may have.

If customers request information regarding your craft after the Harvest, may we give them your contact information?

YES NO Preferred Contact Method: _____

May we feature your webpage/Facebook page on our promotion sites as an upcoming vendor?

YES NO

Would you like promotional flyers emailed to you, which you may print and give to potential customers at your other events? YES NO If yes, make sure your email is listed where requested on the application.

Would you like to pick up preprinted flyers at the library to hand out at other events?

YES NO. If yes, we will phone you when they are available; please make sure your telephone number is listed where requested on application.

QUESTIONS?

- Email: harvestofthearts@yahoo.com
- Call: Chris Yoo, Harvest Volunteer, at 440-289-9846. If you get voicemail, please leave your name and number as Chris will return your call within 24 hours

As an exhibitor, I agree to comply with the rules and regulations of this event. I verify that I will be present at the show and that all work shown will be original and handmade. I understand that this is a fundraising event and my space fee is non-refundable. Exhibitor agrees to hold Harvest of the Arts and the Friends of the Herrick Memorial Library harmless against all loss, cost or damage on account of injury to person or property arising from exhibition under the contract.

Signed: _____ Date: _____

Please retain a copy for your records.