

43rd Annual Colonial Day Craft Vendor Application

To be held: Saturday, September 9, 2017

East Berlin, Pennsylvania

Application Due Date: ASAP

Name _____

Address _____ City _____ State ____ Zip _____

Phone _____ Cell _____ Email _____

Business Name _____

PA Sales Tax # _____

Size of space requested: ___ 10' x 10' \$110 ****1st time exhibitors: \$90

___ 10' x 20' \$160 “ \$140

Do you prefer the same booth number that you had last year? Yes ___ No ___ (not guaranteed)

May we use your photos for publicity? Yes ___ No ___

Application Rules:

1. Applications must be returned promptly.
2. You will be notified of acceptance or rejection shortly after your application is received.
3. Applications will be reviewed and accepted on a space available basis.
4. **Photographs must be on either photographic paper or plain paper only.**
5. We will deposit your check upon receipt. Cashing of your check does not confirm our acceptance of you as a vendor. If you are not accepted, a refund check will be issued.
6. No refunds will be given once your application has been accepted.
7. If Colonial Day is cancelled for circumstances beyond the control of the East Berlin Historical Preservation Society, your booth fee will not be refunded.
8. Your acceptance packet will contain your parking pass, your booth card showing your vendor space number, a street map, and other pertinent information.
9. We will try to accommodate prior attendees' requests but we cannot guarantee particular booth locations.
10. EBHPS reserves the right to reject any application it deems unacceptable without recourse from the applicant.

Checklist - A Complete Application MUST include:

- ___ Your signature on the contract.
- ___ Your check for the booth size(s) indicated above, made payable to EBHPS.
- ___ Three to five photographs that clearly show all of the items that you intend to display in your booth.
- ___ A photo of your booth setup.
- ___ A SASE if you would like your photos to be returned after Colonial Day.
- ___ A document with a brief description of EACH of the arts and/or crafts you intend to sell. (This information may be included on the photographs.)
- ___ You have made a copy of the contract and application for your files. (We will not return a copy to you.)

Return completed application, contract, required attachments, and check payable to EBHPS to:

**EBHPS - Colonial Day
P. O. Box 73
East Berlin, PA 17316**