



# CRAFTS ON THE COMMON

Open Air Craft Fair

SUNDAY • SEPT. 18 • 9 til 3

Greenland, NH 03840

Sponsored by Greenland Women's Club  
 PO Box 151. Greenland, NH 03840  
 Crafts.GWC@gmail.com

The Greenland Women's Club is hosting an **OUTDOOR RAIN-OR-SHINE CRAFT FAIR**  
 Please read the accompanying Terms & Conditions for important details before applying.

*Fill in blanks and print to mail in*

Contact Name:

Company Name: .

Mailing Address:

Phone:

Email:

Website:

Facebook:

IN A FEW WORDS DESCRIBE EACH TYPE OF ITEM YOU WILL BE OFFERING FOR SALE AND THE PRICE RANGE.

THIS WILL HELP US TO CATEGORIZE AND ARRANGE PLACEMENT OF SPACES.

PLEASE SUBMIT PHOTOGRAPHS OF YOUR CRAFT/PRODUCTS AND BOOTH DISPLAY WITH THIS APPLICATION.

PHOTOGRAPHS WILL BE RETURNED UPON REQUEST\*

\*Please include a Self-Addressed-Stamped-Envelope with appropriate postage.

DESCRIPTION	PRICE RANGE
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Signature:

Date:

TERMS & CONDITIONS  
FOR

GREENLAND WOMEN'S CLUB (GWC) CRAFTS ON THE COMMON EVENT OF SEPTEMBER 18, 2022

1 FEES and APPLICATION PROCESS:

- FEES: The fee for all booths will be \$75. All booths will be approximately 10'x10'.
- PAYMENT: Full payment must be submitted by check or money order with a completed application, including signed and dated acknowledgement of these Terms & Conditions.
- REFUNDS: FEES ARE NON-REFUNDABLE. No refunds will be made for weather, accident, health or other causes for non-participation.
  - i. COVID EXCEPTION: If the event is cancelled in accordance with State or Local Guidelines regarding Covid19, refunds will be made as adjusted for any unrecoverable expenses incurred by GWC.
- ACCEPTANCE: Vendors accepted for participation will be notified by email, and their payment will then be considered non-refundable.
- REJECTION: The GWC reserves the right to decline any application if it deems such action to be in the best interest of the event. Vendors not accepted for participation will be notified by email. Checks will be marked VOID, photocopied, and shredded (copies to be provided upon request). Money orders will be deposited and a refund check issued.
- Any checks/money orders returned for non-sufficient funds will be charged our bank fee plus \$25 handling fee.

2 BOOTH DETAILS:

- SIZE: All spaces will be approximately 10' wide 10' deep. Vendors must ensure that none of their display equipment extends beyond the space they have booked, including rails, display fixtures or additional equipment.
- FURNISHINGS: Each Vendor must furnish, set-up and break-down their booth including their own chairs, tables, display fixtures, tent, or canopy. All tents and canopies must be secured to the ground weights/sandbags in case of windy weather; STAKES WILL NOT BE PERMITTED. It is advised to bring along shims or blocks which might be needed to level tables on the uneven ground.
- NO VEHICLES WILL BE ALLOWED ON ANY GRASSED AREAS AT ANY TIME, INCLUDING DURING SET-UP AND BREAKDOWN.
- ELECTRICITY: There is no electricity available and no generators will be allowed.
- PLACEMENT: Spaces will be assigned taking into consideration placement, flow, and competition to provide the best experience for event attendees. If you have special needs, please include your request with your application and we will make every effort to accommodate you.
- STAFFING: Vendors' booths must be manned at all times. The GWC is not responsible for merchandise or display materials.
- COVID CONSIDERATIONS: Vendors will comply with any State/Local COVID guidelines in effect at the time of the event.

3 ITEMS FOR SALE:

- HANDMADE: Vendors displaying and selling original work will be given preference.
- FOOD: Food Concessions will be available, but Specialty Food Vendors and Food Artisans are welcome.
- PRIOR APPROVAL: Vendors must submit photographs of their booth display and items they intend to sell. GWC reserves the right to require removal of any items not previously submitted for approval.
- ONE BOOTH/ONE BUSINESS: Only one business per table. Space may not be sublet or shared without prior approval of an authorized GWC representative.
- The GWC reserves the right to limit the number of Vendors in any category, limit the number of spaces per vendor, and to make other artistic choices to insure a diversified exhibit.

4 SETUP/BREAKDOWN:

- SET-UP: All Vendors must be checked in, set-up and have moved their vehicles to the designated Vendor Parking by 9:00 a.m.. Set-up will be allowed beginning at 7:00 a.m. under the direction of the Greenland Women’s Club.
- BREAKDOWN: May not begin earlier than 3:00 p.m. and must be completed by 4:30 p.m. Vendors are responsible for removal of all fixtures, furnishings, and debris from their space. Please leave your area clean and trash free.
- NOTE: If you have not checked in or notified us by phone to 603-770-9433 by 9:00 a.m. on September 18, your space will be subject to re-sale and no refund will be given.
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5 INDEMNIFICATION:

- Vendor will be fully responsible for any loss or damage to their property by theft, fire, weather, or casualty. GWC expressly disclaims any responsibility for same. Vendors shall be responsible for any damage which may be incurred to the facilities as a result of, or in connection with, their operation. Each vendor is responsible for the conduct of their own employees and/or representatives, and activities must not detract from the image or welfare of the event.

**I HAVE READ and understand this document and agree to the terms outlined herein.** I also agree to hold harmless Greenland Women’s Club, the Greenland Central School and the Town of Greenland, NH for any injury or loss that may occur to me as a vendor or anyone assisting me as a vendor while on the premises of the Greenland Central School or Town of Greenland properties.

Name (Printed): _____	Date: _____
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Signature \_\_\_\_\_

Mail completed application with payment and signed copy of Terms & Conditions to

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PO Box 151  
Greenland, NH 03840