

SPECIALTY FOOD MARKET AT THE 2017 HAGLEY CRAFT FAIR VENDOR APPLICATION

General Information

The Hagley Craft Fair has the reputation as one of the finest craft fairs in the region. This year's Fair celebrates 39 years of offering a unique shopping experience on the beautiful grounds in Wilmington, Delaware.

- The event takes place on Saturday, October 14, 10am - 5pm and Sunday, October 15, 10am - 4pm.
- Admission is charged to the event.
- Food service is available on site.
- Shuttle service is provided between locations.

Vendor Rules & Regulations

- Participation is required for entire open hours of both days.
- Booth space is approximately 10' x 10'.
- Space assignment is at the sole discretion of Hagley Museum and Library.
- A non-refundable application fee of \$10 is required with the application.
- Booth fee is \$100. **Please do not send booth fee until notification of acceptance.**
- The Specialty Food Market will be located outdoors.
- The event is held rain or shine.
- Vendors are required to bring their own tents or canopies.
- Electricity is not provided.

**SPECIALTY FOOD MARKET AT THE
2017 HAGLEY CRAFT FAIR
VENDOR APPLICATION**

Name: _____

Business name: _____ Phone: _____

Mobile Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Website: _____

Important Dates:

April 15: Application deadline

May 15: Notification of acceptance via email

Application Checklist

Completed application Signed acknowledgment of Rules and Regulations

Attach a 100-word description of your product including your price points.

Digital Images

at least three digital images of products

one image of your booth

Please email images to: bwirth@hagley.org with the Subject line: "Craft Fair 2017 Images"

We no longer accept CDs.

\$10.00 check for non-refundable application fee. **Use attached credit card form OR**

Make check payable to: Hagley Museum & Library

Email application materials to: djohnson@hagley.org OR mail to:

Donna Johnson

Hagley Museum & Library

P.O. Box 3630

Wilmington, DE 19807

Note: Selections of vendors for the Hagley Craft Fair are made at the sole discretion of Hagley Museum & Library.

I have read this application and the official rules and regulations in their entirety. I understand that Hagley Museum and Library is not liable for any claim, loss, or damage of any kind to my exhibit or me and I agree to release and hold them harmless for such liability.

Vendor agrees to indemnify and hold harmless Hagley Museum from and against all claims of whatever nature arising from, or claimed to have arisen from, any action omission or negligence of the Vendor or arising from any accident, injury or damage whatsoever caused to any person or property arising out of the Vendor's operation.

I understand that failure to follow any of the listed conditions and requirements for participation in the Hagley Craft Fair is grounds for dismissal without refund.

Signature _____ Date _____

HAGLEY CRAFT FAIR CREDIT CARD AUTHORIZATION FORM

Credit Card Information

If you are paying by credit card, please return this completed form with your registration form.

Please charge my: VISA Mastercard Discover American Express

Full name as it appears on credit card: _____

Credit card number: _____

Expiration date: _____ Three digit security code on back of card: _____

House or PO Box # (for Billing Address): _____ Zip: _____

I hereby authorize the Hagley Museum & Library to charge my credit card: \$ _____

Cardholder signature: _____ **Date:** _____