

**2019 NRT SPRING FARM FESTIVAL CRAFTER VENDOR RULES & APPLICATION**

**SATURDAY, May 4, 2019\* - 10:00 A.M. - 2:00 P.M.**

***Rain date May 18, 2019***

**CRAFTER & NON PROFIT ORGANIZATION INFORMATION**

**LOCATION:** NRT's Sheep Pasture, 307 Main St., N. Easton, MA 02356

We welcome crafters and small/home businesses producing local goods to apply for booth space at the 2019 Spring Farm Festival. Emphasis as always is on local crafters, artists, and non-profits. Items relating to animals, agriculture, or environmental sustainability are highly encouraged. For-profit service providers or franchise businesses that do not produce local crafts or specialty foods should view the sponsorship application for information on having a booth at the event. Restaurants who are interested in providing food services at the festival should view the catering vendor application.

***Crafter vendor booth fees: \$75.00-Single (10'x10')/ \$120.00 Double (10' x 20')***

All booths are outdoor spaces, and event is drizzle or shine; rain date will be used if weather requires it. Vendors may set up pop ups and other display materials within their assigned area. Vehicles may not be left in display area without prior approval from NRT. All displays and pop ups must be securely fastened or weighted. Electricity is generally not available at booth sites; if electricity is required, please note on application, and a member of the NRT staff will be in touch. If approved by NRT, there will be an additional \$20 charge for providing an electrical outlet at the event.

Any crafters or artists interested in participating must include: Crafter application, check/money order for payment, and photos, a website link, or physical samples of their craft/ goods for consideration to the festival. **Reselling of bulk/ wholesale products is prohibited.** The festival committee will review applications upon receipt of all required information. Please be sure that your information/ website is representative of all items that will be sold. If you do not have a website or photos and would like to bring your crafts for consideration, please submit contact information on your application, and you will be contacted for an appointment to bring your goods to NRT's office, or you may mail them with your application. Food producers (jams, jellies, breads, other items) should also include a copy of their current permits/licenses for producing food items. To protect the health of our animals, vendors may not give out balloons, and food items are allowed only with permission.

If mailing samples, please enclose return postage; otherwise, samples will not be returned unless picked up. Items will be held for 30 days after being received to allow time for pick up. After that time, items will be discarded. The NRT is not responsible for lost or damaged items at any time during the mailing or consideration process. *Spaces will not be held until payment is received.* **Checks should be made out to NRT of Easton and mailed to: NRT Spring Farm Festival Vendors, PO Box 188, North Easton, MA 02356.** Vendors who are not approved for any reason will have their payment returned to them.

*Certified non-profit organizations requesting a non-profit discounted space should use this form, but non-profit tax identification number must be provided on application to qualify. Non-profit organizations may be allowed to sell items that are unique to the organization (logo mugs, etc.), however raffles, collection jars,*

***Terms of participation:***

***A rain date of May 18, 2019 has been set if needed. In the event that the festival is canceled by the NRT on the rain date due to hazardous conditions, a credit toward future event spaces may be offered at the discretion of the NRT. Early closure of the event will not result in a refund or credit to vendors. Vendors who apply for a space and then do not participate in the event on May 4<sup>th</sup> (or May 18<sup>th</sup>, if necessary), for any reason will not be granted a refund or credit.***

Setup time is the Saturday of the event, 7:30 am – 9:30 am only. Vendors who arrive to set up after 9:30 am will need to carry their items from the parking area to the fairgrounds. All cars will be removed from the fair area by 9:30 am and directed to on-site vendor parking. No cars will be allowed onto the fair area during the event for any reason. All vendors are expected to have their booths attended for the duration of the event. Cars will be allowed back on the fair area no sooner than 2:30 pm, at the discretion of the NRT, to insure visitor safety.

Pop up tents are allowed, but **must be securely fastened and weighted during the event.** If selling/ handing out consumable items, vendor must provide a trash receptacle at their booth and remove it at conclusion of event.

**Applications must be received no later than April 22, 2019. Vendors will be considered as space allows, and submissions may be closed before that date if spaces are filled.** The NRT reserves the right to refuse any application at any time, or cancel an acceptance at any time without cause.

It is the policy of the committee to select exhibitors on a year-to-year basis. We adhere to this policy in order to maintain the most diversified exhibit of crafters and continue the high standard of professionalism that we seek. In order to maintain a diverse selection of goods for visitors and enrich the overall event, the number of specific types of businesses or crafts may be limited at the discretion of the NRT.

Any vendor selling food products is responsible for complying with all state and local licensing regulations, permitting, and requirements. Food vendors will be asked to submit their paperwork prior to being allowed to sell products. Only licensed vendors using approved production facilities will be considered for the event.

**Questions** regarding the 2019 Farm Festival, applications for vendors, non-profits, or sponsor information for the event should contact Jen Cummings at [jcumings.nrt@gmail.com](mailto:jcumings.nrt@gmail.com).

**2019 SPRING FARM FESTIVAL AT SHEEP PASTURE  
CRAFTER/SMALL BUSINESS/NON-PROFIT VENDOR APPLICATION**

**Please read all of the enclosed information for vendors regarding the Farm Festival event. Complete and return this portion of the application with payment by check or money order made out to NRT of Easton. Please print clearly in blue or black ink. If your application is not approved for inclusion on the event, your payment will be returned to you.**

Please read all terms and conditions for participation prior to submitting application.

Please complete the following in ink. Please print clearly:

Contact name \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

Craft/item/organization type \_\_\_\_\_ Telephone \_\_\_\_\_

Web site: \_\_\_\_\_

Please describe the product(s) you wish to offer at the festival: (use reverse if needed)

What is unique or exceptional about your product or business?

Are you requesting:      \_\_\_\_\_ Single Space (\$75)                      \_\_\_\_\_ Double Space (\$120)

\_\_\_\_\_ Non-profit Organization, Single Space (\$25)  
Organization Tax Exempt Number: \_\_\_\_\_ (required)

Please read rules if applying for non-profit discount. Childcare or other service providers and for-profit businesses must pay sponsor booth fees.

Have you included (choose whichever applies):

\_\_\_\_\_ website which clearly displays goods to be sold: ( web address): \_\_\_\_\_

\_\_\_\_\_ photos of items to be sold

\_\_\_\_\_ I am requesting an appointment to bring my good(s) to NRT for consideration. The best way to reach me to schedule an appointment is:

Signature below indicates acceptance of all rules, terms, and conditions outlined for this event. Please retain a copy for your records.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please return to: **NRT Spring Farm Festival Vendors, PO Box 188, North Easton, MA 02356.** Review of applications will begin on February 11, 2019 and continue until April 22, 2019 or until spaces are filled.

For NRT office use:

\_\_\_\_ Accepted                      \_\_\_\_\_ Not accepted                      Date \_\_\_\_\_                      Fee \_\_\_\_\_                      Initial: \_\_\_\_\_

Date Paid: \_\_\_\_\_                      Method: \_\_\_\_ check                      \_\_\_\_ MO