



Dear Fiber Vendor:

The Long Island Fleece & Fiber Fair attracts over 1,200 fiber enthusiasts and shoppers from across the region and is a great opportunity for vendors to reach customers from Long Island and the greater metro area.

Please note the following important points before completing the application:

- Vendors should carefully review the attached Application Information sheet since it contains important details concerning selling at the Fair.
- All vendors, even if returning, must complete the entire form and submit all required documentation, including photographs and a complete listing of merchandise they propose to sell.
- Applications will not be considered by the Fair Committee until all information and the fee are submitted.
- The Fair Committee reserves the right to limit merchandise any particular vendor proposes to sell at the Fair.
- Submission of an application does **not** guarantee acceptance to the Fair. Acceptance is contingent upon review and approval of the Fair Committee with respect to the merchandise being proposed for sale.
- All applications must be received **prior to April 1, 2019**

Thanks for your support of the Fiber Fair!

2019 Long Island Fleece and Fiber Fair Vendor Application Information

| | |
|---------------------|---|
| DATE: | Saturday and Sunday; May 18 & 19, 2018 |
| LOCATION: | Hallockville Museum Farm, 6038 Sound Ave., Riverhead, NY |
| TIME: | 10:00 AM to 4:00 PM each day |
| BOOTH SIZE: | 10 x 10 feet |
| SET-UP TIME: | 3:00 PM to 6:00 PM on Friday, May 17 7:00 AM to 9:00 AM on Saturday and Sunday |
| FEE: | \$175 for <i>two</i> days; \$210 for two-day indoor space Note that the Fair no longer accepts one-day vendors. Note that a limited number of indoor vendors will be permitted. |
| PAYMENT: | <u>Required in full</u> with application; check or credit card only |
| DEADLINE: | All applications must be received <u>prior to April 1, 2019.</u> |

Vendors should carefully read general information provided below and the specific points made on the following page.

Fair Philosophy:

The mission of the Long Island Fleece and Fiber Fair is to (i) educate the public and about fiber arts and crafts and raise the level of appreciation for this within the public; and (ii) provide a showcase for the display and sale of such arts and crafts. The Fair features many aspects of the fiber arts including but not limited to animal displays, shearing, dying, spinning, weaving, and felting. A specific focus is on producers and crafters from Long Island and the surrounding region. Vendors of hand-crafted fiber, yarn, craft-related supplies, and hand-crafted finished items are encouraged to submit applications.

The Fair Committee strives to create an event that (i) showcases the talents and skills of vendors; (ii) has a mix of vendors and merchandise that is appealing to visitors; and (iii) maximizes the opportunity for vendors to sell their merchandise. Therefore, the Committee reserves the right to decline certain vendors and/or restrict merchandise proposed for sale so as to minimize product overlap and/or inappropriate merchandise.

Hallockville Museum Farm is the Fair venue and the museum farm interprets 250 years of agricultural history on the North Fork. In order to reflect the historic and rural atmosphere of the museum farm and its mission of promoting traditional handcrafts and arts, vendors should be sensitive to the nature of the site and their displays should reflect that sensitivity.

2019 Long Island Fleece and Fiber Fair Vendor Application Information

Vendors must adhere to the following specific points to promote the philosophy of the Fair:

Merchandise Sold

1. *The Fair is an invitational show of fiber art and craft meant to showcase the talents and skills of individual vendors.* With this in mind, applications that focus on handmade goods are strongly encouraged. Inclusion of other merchandise will be at the discretion of the Fair Committee.
2. The Committee reserves the right to limit the merchandise offered for sale by vendors.
3. The Fair is not intended to be a venue for a vendor to sell “close-out”, “deeply discounted”, “overstock”, or similar merchandise. The vending experience at the Fair is not intended to replicate what is commercially available but rather to highlight individual vendors’ concepts, designs, and products.
4. Hallockville reserves the right to request the removal of inappropriate crafts and/or displays, and vendors selling unauthorized items will be asked to remove those items.
5. Vendors are not permitted to sell raffle tickets or other prizes for cash. Vendors will be permitted to offer chances, coupons and/or promotional incentives at their booth for free or reduced price merchandise. In no case will vendors or their staff be permitted to walk the grounds of the Fair to advertise such promotions.

Application Materials

6. All applications, whether from returning or new vendors, must include all required documentation including photographs and a complete listing of merchandise.
7. The vendor application must include at least four photographs that show all products you intend to sell along with detailed descriptions. *Digital photographs submitted by e-mail (herb@hallockville.com) are preferred.* Hard-copy photographs will be returned only if a self-addressed stamped envelope is included with the application.
8. Application fees must be submitted with the Vendor Application Form and an application will not be considered complete without inclusion of the fee. Vendor payment will not be processed until the Committee has accepted the application.
9. Submission of an application does *not* guarantee acceptance by the Fair Committee and the Committee reserves the right to decline applications from any applicant.
10. Fees for accepted vendors are non-refundable. Fees from those applicants that are not accepted will be returned.

Vendor Space Details

11. The Fair is a “rain or shine” event and will only be cancelled in the event of severe weather.
12. Vendors should bring their own tables, chairs, and protection from the weather.
13. Specific spaces cannot be reserved and space assignments are at the discretion of Fair Committee.
14. Each vendor spot will be numbered and staff will be available to help you find your spot. Details on space assignment, vendor unloading and parking will be provided one to two weeks prior to the Fair.
15. All vendors agree to staff their booths during the Fair from 10 AM to 4 PM (note the change in closing time from past years). Vendors agree not to dismantle their display prior to 4 PM. Vendors who dismantle their display prior to 4 PM for whatever reason including inclement weather jeopardize being accepted at future events.
16. Unless explicitly permitted by the vendor, Hallockville will not share or distribute vendor’s personal contact information with other individuals or organizations. If provided in the application, Hallockville will use the Vendor’s website/Facebook/Etsy link to promote their participation as well as include in a list of participating vendors which will be posted on Hallockville.com prior to the Fair.
17. Hallockville, Inc. does not assume responsibility for any lost, stolen, or damaged goods or personal items.

2019 Long Island Fleece and Fiber Fair Vendor Application Form

LAST NAME:

FIRST NAME:

COMPANY NAME:

ADDRESS:

CITY:

STATE:

ZIP CODE:

E-MAIL ADDRESS:

WEBSITE:

HOME TELEPHONE:

CELL:

Are you a returning vendor?

YES

NO

Do you prefer an indoor space?

YES

NO

Indicate which days you will be attending and how many spaces you would like to reserve:

Both 5/18 & 5/19 _____space(s) x \$175 = \$_____

Note that a limited number of indoor vendors will be assigned and choosing this preference does not guarantee an indoor space. If approved for an indoor space, a 20% fee premium. The total fee for an indoor space will be \$210. Vendors assigned an indoor space will be notified and the 20% fee premium will be due no later than April 1.

Please e-mail (herb@hallockville.com) or attach representative photographs along with a description of all merchandise to be sold (see next page).

Payment can be by check or money order (payable to Hallockville, Inc.) or by credit card.
For security reasons, Credit Card numbers will only be accepted by phone or by mail.
*If you are emailing in your application, please call 631-298-5292 to supply your credit card number and do **not** write your card number on any e-mailed documentation!*

Credit Card # _____ Exp. Date: _____

Signature: _____ Date: _____

2019 Long Island Fleece and Fiber Fair Vendor Merchandise Listing

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Merchandise Listing and Descriptions

List and describe ***all*** merchandise that you intend to sell at the Fair. *Please also attach or e-mail at least four (4) representative photographs of merchandise and display.*

1.

2.

3.

4.

5.

6.

7.

Use additional sheets as needed

Vendor Show Participation

List the name, location, and date of events that you participated in 2018: