

Hallockville Museum Farm

6038 Sound Avenue, Riverhead, NY 11901

631-298-5292 ph / 631-298-0144 fax

hallockv@optonline.net

Long Island Fleece and Fiber Fair at Hallockville Museum Farm May 22, 2010

Vendor Application Information

DATE:	Saturday, May 22, 2010
TIME:	10:00 am to 5:00 pm
BOOTH SIZE:	10 x 10 feet
SET-UP TIME:	7:00 AM to 9:00 AM, May 22
ENTRY FEE:	\$50

Hallockville interprets 240 years of agricultural history on the North Fork.
*In order to reflect the historic and rural atmosphere of the museum farm,
vendors must adhere to the following requirements:*

1. The Fair is an *invitational* show of handmade fiber art and craft. All work must be your own and no purchased pieces for re-sale or imports will be allowed. Vendors selling unauthorized items will be asked to remove those items.
2. Please include with your application two photographs of all products you intend to sell. *Digital photographs submitted by e-mail (hallockv@optonline.net) are preferred.* If you submit hard-copy photos and wish to have them returned, please include a self-addressed stamped envelope.
3. Submission of an application does *not* guarantee acceptance by the Fair committee. Do *not* submit fee payment until contacted by the Fair Committee with an acceptance notification.
4. If accepted to the Fair, a confirmation message will be electronically mailed along with instructions for fee payment. *All decisions are final and application fees for accepted vendors are non-refundable.*
5. Hallockville reserves the right to request the removal of inappropriate crafts and/or displays.
6. The Fair will take place rain or shine. Please bring your own tables, chairs, and protection from the weather.
7. Specific spaces cannot be reserved and space assignments are at the discretion of Fair organizers.
8. 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.
9. Unless explicitly permitted by the vendor, Hallockville, Inc. will not share or distribute contact information about vendors with other individuals or organizations.
10. Hallockville, Inc. does not assume responsibility for any lost, stolen, or damaged goods.

Hallockville Museum Farm

6038 Sound Avenue, Riverhead, NY 11901

631-298-5292 ph / 631-298-0144 fax

hallockv@optonline.net

Long Island Fleece and Fiber Fair at Hallockville Museum Farm May 22, 2010

Vendor Application Form Instructions

1. Application form

- Provide all information requested on the attached form.
- Applications can be completed by inputting information within the electronic Word-document or by printing form and manually entering.
- Applications submitted electronically as “attached” documents are strongly encouraged (e-mail: hallockv@optonline.net)
- Applications may be submitted by fax (631-298-0144). *Please call 631-298-5292 first to inform us that you will be transmitting a fax.*
- Applications can be mailed to Hallockville (see postal address above).

2. Photographs

- Photographs (at least two) of all products you intend to sell *must* be provided with the application form.
- *Digital photographs* submitted by e-mail (hallockv@optonline.net) are preferred.
- Please include information on websites, blogs, Facebook, etc. that make reference to your products.
- Hard-copy photographs will be accepted but will only be returned if a self-addressed and stamped envelope is provided.

3. Payment

- Accepted vendors will be contacted after review of applications by the Fair Committee.
- Do not submit payment until you receive a formal acceptance notice!

Hallockville Museum Farm

6038 Sound Avenue, Riverhead, NY 11901

631-298-5292 ph / 631-298-0144 fax

hallockv@optonline.net

Long Island Fleece and Fiber Fair at Hallockville Museum Farm

Vendor Application Form

Last Name	
First Name	
Address line 1	
Address line 2	
City	
State	
Zip Code	
E-mail address	
Company name	
Web/blog/site	
Telephone	
Cell phone	

Describe merchandise sold *and* attach photos:

Please note that application does not guarantee acceptance by the Fair Committee.

Vendors who are accepted to the Fair will be contacted with instructions for fee payment.