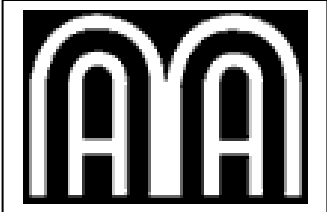


To be held at:  
  
**Manchester  
Community College/  
Great Path Academy**

**Manchester Art Association  
CRAFT FAIR  
Saturday, October 30, 2010 • 10 AM - 4 PM**



**Craft Booth Registration Form**

Crafter Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: Home \_\_\_\_\_ Business \_\_\_\_\_  
Email: \_\_\_\_\_

**HANDMADE CRAFT DESCRIPTION**

Please provide some information about your craft. We do not accept registrations for booths containing kits, imports, flea market items, or live animals. If your booth is an assortment of crafts, please indicate what the main craft will be. This will help us better place your booth. As we will be limiting the number of jewelers accepted into the fair, please indicate what percentage of your booth will be jewelry items (if applicable). Compliance with state tax requirements are your responsibility. Booth/Craft Description:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Jewelry: \_\_\_\_\_ %

**I attest that my booth will be comprised of items that are handmade. I understand that a committee will be reviewing my craft. I will be asked to remove the non-handmade item(s) or be asked to leave the Craft Fair without a refund of my registration fee.**

► Signed \_\_\_\_\_ Date \_\_\_\_\_

Please include at least one photo of your craft with this application or email a photo to manchesterart@cox.net. Return photo: \_\_\_\_\_ yes \_\_\_\_\_ no

**REGISTRATION OPTIONS**

**Fee Schedule:**

- 8' x 8' space ..... \$75
- end space .....\$10                       electrical.....\$10

**\*There are a limited number of booths based on space and type of craft. Booth spaces will be filled on a first-come, first-served basis.**

- Yes, I would like to reserve a table and 2 chairs.  
(A **limited number** of six foot tables are available for your use at no charge.)
- No, I do not need to reserve a table and 2 chairs.

**Total Fee:** \_\_\_\_\_

Please note additional charge for electrical outlet and end space requests

## **PAYMENT**

Payment Method:  Check: **Make payable to Manchester Art Association.**

*Refunds for cancelled registrations will be given **only** if a crafter is found to replace your space.*

## **RAFFLE**

The Craft Fair is a fundraiser to benefit t Manchester Art Association. Part of the event includes a raffle of craft items donated by the crafters. It is not mandatory that registered crafters donate an item; however, all donations are greatly appreciated.

Yes! I will donate a craft item for the raffle to benefit Manchester Art Association Scholarship Fund.

## **SET UP**

Crafters may set up their tables or booths on Saturday morning starting at 7:30 a.m. If special set-up accommodations are needed, please contact us.

Crafters may use the bus loop in front of Great Path Academy to unload their vehicles **provided that there is someone behind the wheel of the car at all times.** The bus loop is a fire lane. Unattended cars may be towed at the owner's expense. We do our best in providing volunteers to assist you and your party in transporting your crafts and booth into and out of the College.

## **SET UP AND TRANSPORT WAIVER**

I understand that in the event of theft, fire or any loss, Manchester Community College, the State of Connecticut, and Manchester Art Association will not be held responsible.

I agree that I will not seek to hold Manchester Art Association or its representatives for any damage or loss that may occur to my property during the transportation of the property in setting up or taking down of my booth. I also understand that I am solely responsible for my booth during the Fair.

► Signed \_\_\_\_\_ Date \_\_\_\_\_

**Applications must be received by September 17,2010.** Please mail this completed form to:

Manchester Art Association  
P.O. Box 1981  
Manchester, CT 06045

If you have any questions, please contact Chris O'Brien at 860-995-0511 or manchesterart@cox.net.