



BERKSHIRE SOUTH REGIONAL COMMUNITY CENTER ARTS & CRAFTS FESTIVAL

Dear Merchant / Crafter / Artisan / Grower:

We are currently seeking vendors to participate in the 2nd annual Berkshire South Regional Community Center **Arts & Craft Festival** on **Saturday, November 4, 2017 from 10:00am to 3:00pm**. This event brings together Berkshire crafters, bakers, growers, weavers, artists, photographers, jewelry-makers and artisans of all types to offer their products to our community just in time for the holidays!

The Basics

- **Location:** Berkshire South Regional Community Center , 15 Crissey Road, Great Barrington, MA
- Set-up begins at 8:00am and drop down ends at 4:00pm. Doors open from 10:00am to 3:00pm.
- Early bird fees are \$40. **Early submissions will be used in advertisements distributed across the county– don't wait, sign up today!** Applications must be postmarked by October 23, 2017.
- The fee for **ALL** applications postmarked or submitted after October 23rd will be \$60.
- Send applications to Berkshire South Arts and Crafts Festival, 15 Crissey Road, Great Barrington, MA 01230
- Vendors are responsible for their own display, set-up and materials as well as any display lighting for their individual booth. There are a limited number of spots with access to electricity which are available on a first come first serve basis.
- We have rectangular tables that will be available on a first come first served basis and the fee for those tables will be \$15. Table clothes will NOT be provided.
- All spaces are INDOORS and you are not allowed to have covered/enclosed structures.
- **Wireless is available at no additional charge and vendors are strongly encouraged to seek out mobile solutions for taking credit card payments using services such as Square or PayPal. There is no ATM onsite**
- Berkshire South reserves the right to amend or add applicable rules governing the festival

Application Check List

- Completed paper application snail mailed to 15 Crissey Road, Great Barrington, MA 01230 by October 23, 2017 or emailed to bbanker@berkshiresouth.org
- Email 3 labeled jpeg photos that are well focused and good detail of your items to be sold to bbanker@berkshiresouth.org .These images may be used for advertising purposes for the event.
- Vendor Fee payable to Berkshire South Regional Community Center. If you would like to pay by credit card, please call the front desk at (413) 528-2810 ex. 10

Marketing plans for the festival include ads in the local Shoppers Guide, WSBS, press release & PSA's, posters, flyers, BSRCC website, eblasts, lawn signs, Facebook event and our marquee sign on Rt. 7. While Berkshire South does have a great following, we still rely on grassroots marketing from YOU to spread the word about the festival! As the date grows closer, Berkshire South will provide you with sample Tweets, Facebook banners, and Instagram images for you pass along to your friends and customer base.

Questions? Contact Betty Banker at bbanker@berkshiresouth.org or (413) 528-2810 ex 32



BERKSHIRE SOUTH REGIONAL COMMUNITY CENTER ARTS & CRAFTS FESTIVAL

Vendor Application

Saturday, November 4, 2017

10:00am -3:00pm

Must be postmarked by: October 23, 2017

Please print clearly:

Artisan Name: _____

Address: _____

Phone: _____ Email: _____

Website: _____

Medium: Please check all that apply. If more than one, please indicate % of each you will display

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Basketry | <input type="checkbox"/> Pottery | <input type="checkbox"/> Jewelry | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Fiber | <input type="checkbox"/> Glass | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Specialty food/farm product |
| <input type="checkbox"/> Floral | <input type="checkbox"/> Greeting Card | <input type="checkbox"/> Painting | <input type="checkbox"/> Home Décor |
| <input type="checkbox"/> Clothing | <input type="checkbox"/> Bath/Body Products | <input type="checkbox"/> Holiday Ornaments | |
| <input type="checkbox"/> Other (explain): _____ | | | |

Describe the items you plan to sell at the Festival: _____

Price range of your items: \$_____ to \$_____. The majority are \$_____

Please provide a description and or photo of your booth set-up: _____

Do you need any special accommodations? Do you require access to electricity? (Explain): _____

All vendor booths must be pre-paid. Make checks payable to Berkshire South in the amount of \$40.00 or \$60 if not submitted by October 23rd.

Signature

Date

Send completed applications with fee and pictures to: 15 Crissey Road, Great Barrington MA 01230, or
bbanker@berkshiresouth.org