



**Berkshire South Regional Community Center's 2024 Arts & Crafts Festival**

**Saturday, 11/02/24**

**BSRCC**  
**15 Crissey Road**  
**Great Barrington, MA**

**Doors Open 11:00am-3:00pm**

Contact: Susie Kandt, Rentals & Events  
rentals@berkshiresouth.org  
(413) 528-2810 ext 15

### **Vending Options**

#### **Table Vendor (\$40)**

- We'll provide you with one 6ft rectangle table to set up and sell your wares from.

#### **Booth Vendor (\$65)**

- Booth vendors receive a 10x10 open space to set up their display.

#### **Additional Options (limited availability)**

- 8am Early Access Set Up (\$15)
  - Electricity Access (\$15)
  - 6' Tables (\$5)
  - Black Tablecloth (\$5)
  - Chair (Free)
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### **Additional Information**

- Food trucks and live music will be set up outside the exterior entrance to the Berkshire South gymnasium, where tables and booth spaces will be set up for vending.
  - Vendors are responsible for their own display, set-up and materials.
  - An extension cord with access to electricity is available for an additional \$15.
  - WIFI should be available, but is not guaranteed. Plan accordingly for payment processing needs.
  - We do not have an ATM on site.
  - The sale of any food products will need a permit from the town [www.townofgb.org/health-department/pages/online-permitting-link](http://www.townofgb.org/health-department/pages/online-permitting-link)
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### **Marketing**

Marketing plans include ads in the local Shoppers Guide, WSBS radio announcement, posters, flyers, BSRCC website, e-blasts, backpack flyers for local schools, promotional display in our Center, Facebook event and our marquee sign on Rt. 7.

While Berkshire South has a great following, we also count on grassroots marketing from YOU to spread the word about the festival! We can provide you with sample Tweets, Facebook banners, and Instagram images for you to pass along to your friends and customer base.



Drop off or email your application to Susie Kandt at [rentals@berkshiresouth.org](mailto:rentals@berkshiresouth.org)

<b>Business Name</b>		<b>Product Offering Info</b> <i>Tell us about the types of products you'll be offering to Fall Festival shoppers. Include the price range your items will sell for.</i>
<b>Contact Name</b>		
<b>Address City, State, Zip</b>		
<b>Phone</b>		
<b>Email</b>		
<b>Social Media/ Website Info</b>		

Vending Options	Qty	Total
\$40: Table Vendor (one 6ft rectangle table + _____ Chairs)		
\$65: Booth Vendor (a 10x10 open space + _____ Chairs)		
\$5/per: 6' Table (booth vendors only)		
\$15: Electricity Access (one extension cord provided)		
\$15: 8am Early Set Up (9am otherwise)		
\$5: Black Tablecloth (bare table otherwise)		
<b>Total:</b>		

Drop off or email your application to [rentals@berkshiresouth.org](mailto:rentals@berkshiresouth.org) Make checks payable to Berkshire South (include "Arts & Crafts Festival" in memo line.) Cash, check or credit card is accepted at the Front Desk.

We can send an invoice for online payment by credit card. Thank you!