

# 2024 Piermont Library Spring Craft Fair Vendor Application

## **2024 Fair Information:**

Date: Saturday, May 4, 2024  
Time: 11:00 a.m. – 2:00 p.m.  
Location: 25 Flywheel Park W., Piermont, NY 10968

## **Vendor Application Rules & Deadlines:**

- ✿ There are 20 vendor openings for the 2024 Craft Fair.
- ✿ Booths are \$25 each.
- ✿ There are a limited number of double vendor spaces available; double spaces cost \$50 each.
- ✿ A booth includes a table and chair. Tables are approximately the same amount of space (roughly 9sqft) but do vary in size and shape. Tables will be distributed first-come, first-serve from the date the application is completed. Table distribution is at the sole discretion of the Library, however preference can be noted on the application if desired. If you would like to see table sizes and shapes prior to applying, please stop into the library during our regular business hours.
- ✿ Vendors may use the space on top of the table and directly behind the table. Vendors may not use space adjacent to tables, as this blocks other vendors. Any display racks or holders must be on or behind the table provided.
- ✿ Applications are not considered complete until all paperwork and payments have been made.
- ✿ All fees are due upon submission of your application; applications submitted without payment will not be considered complete until payment is received. Payment by cash or check only. No refunds will be given, for any reason.
- ✿ Electrical requests should be made at the time an application is submitted. There are limited outlets, so such requests will be filled first-come, first-serve.
- ✿ Wifi will be available for all vendors.
- ✿ Setup will take place on the day of the fair from 10:00a.m. – 11:00a.m.
- ✿ Breakdown of the fair will take place from 2:00p.m. – 3:00p.m.
- ✿ The Library reserves the right to turn away any vendor if wares do not suit the event or there are already too many vendors of that type.

**VENDOR INFORMATION**

Craft Type: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Table Preference? \_\_\_\_\_ (Stop into the library to view)

Electric Outlet Needed?:  Yes  No

**PAYMENT**

Cash  Check Check # \_\_\_\_\_ (Make payable to Piermont Public Library)

**Submitting this application implies understanding of and agreement with the provisions laid out above. Any questions should be directed per the information provided below.**

**Questions:**

Kristine Palacios, Library Director  
Piermont Public Library  
Phone: (845) 359-4595  
Email: kpalacios@piermontlibrary.org

**Submit this Form:**

Mail with payment or drop off to: Piermont Public Library, 25 Flywheel Park W., Piermont, NY 10968

**OFFICE USE BELOW THIS LINE**

Date Payment Received: \_\_\_\_\_

Date Application Received: \_\_\_\_\_