

# 2024 Suffield on the Green: Craft Fair Application

Suffield Town Green, Main Street (Rte 75) Suffield, CT

Sponsored by the Suffield Knights of Columbus & Suffield Rotary Club

September 7th & 8th, 2024 – Saturday 10-5, Sunday 11-4

BOOTH LOCATION:

GREEN:

SPACE:

For internal use only.

**BUSINESS NAME:** \_\_\_\_\_

**CONTACT INFORMATION:**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
Street City State Zip Code

**PHONE/E-MAIL:** \_\_\_\_\_  
Day Phone Evening Phone E-mail

**1. Description of original, handmade craft:**

**2. Photographs:** All crafters, please submit 2 nonreturnable photos showing (1) your craft and (1) display

**3. CT Tax ID Number:**

**4. Registration fee (nonrefundable)<sup>6</sup>**

\_\_\_ \$85 received by 1/1

\_\_\_ \$95 received between 1/1 and 8/1

\_\_\_ \$115 if received after 8/1

\_\_\_ \$10 per electrical plug needed<sup>4</sup>

**5. Booth preference**

1<sup>st</sup> choice:

2<sup>nd</sup> choice:

**6. Mail completed package to:**

Suffield on the Green

Craft Fair

PO Box 43

Suffield, CT 06078

**NOTE: A booth is not reserved until a complete application and payment is received.**

**Please make checks payable to:**

**Suffield Friends, Inc.**

**For more information, visit: [www.suffieldonthegreen.org](http://www.suffieldonthegreen.org)**

**Questions: [SuffieldontheGreen@gmail.com](mailto:SuffieldontheGreen@gmail.com)**

**NOTES:**

1. Exhibitors will provide their own tents, tables, and chairs to fit in a 12'x12' space. Items left overnight are the responsibility of your organization.
2. Any Exhibitor departing prior to closing time may not be invited back.
3. It is the responsibility of the booth selling food/beverages to obtain a permit from the North Central District Health Department: 860-745-0383.
4. Electricity can only be run to certain locations. For each plug requested, an exterior-rated 100 ft extension cord is required, and all cords need to be covered to prevent anyone from tripping over electrical cords. You must pay a minimum of \$10 for any booth deemed for electricity even if you do not plan on using the electricity.
5. Event occurs rain or shine, no refunds.
6. Returned checks will be charged a \$20.00 administrative fee plus all bank charges.
7. There is a \$20 cancellation fee for an accepted crafter that withdraws from the event after July 1<sup>st</sup>. No refund after event is full.
8. No refunds the week prior to the event.

**I hereby attest that all items represented are handcrafted and have not been purchased for resale:**

**SIGNATURE:** \_\_\_\_\_

**For Internal Use Only:** Date Received:

Check #:

Amount: \$