



Vendor Application Winterfest Artisan Fair

Saturday & Sunday | December 10th & 11th
10am-5pm

Vendor Spaces Available at
The Hawley Silk Mill- Hawley, PA

Business Name _____ Contact Person _____

Mailing Address _____

Phone _____ Fax _____

Email _____ Website _____

Please fully describe your works and products you will sell: _____

ITEM DESCRIPTION	PRICE RANGE

_____ INSIDE SPACE @ **\$75.00** spaces 8-10 feet wide

_____ Need Electric (availability is limited)

Total Fee Enclosed \$ _____

Check payable to: Hawley Silk Mill – 8 Silk Mill Drive - Hawley, PA 18428

Set-up is 8:00 am – 10:00 am. Absolutely no setup will be allowed after 10:00 am. Dismantling is at 5:15 pm. Early dismantling fee will be applied according to the Rules on the back of the application.

Application checklist (all of the following must be enclosed):

- Fully completed application
- Fee

Coordinated by **Settlers Hospitality**
Vicky Curtin - VCurtin@SettlersHospitality.com

- No merchandise will be allowed outside of designated booth space.
- **The Hawley Silk Mill** reserves the right to request the removal of any items deemed to be illegal or in poor taste. Vendors considered to be in violation may be asked to leave the premises early and a \$300 dismantling fee will be applied.
- **There will be no dismantling of the booth prior 5:15 pm. An early dismantling fee of \$300 will be assessed to any vendor who dismantles early and does not fulfill the agreement of this contract.**
- Although we do our best to avoid duplication among vendors, The Hawley Silk Mill is not responsible for duplication of items among vendors.
- The Hawley Silk Mill is not responsible for any stolen, damaged or lost products, materials or supplies during your stay.
- You are required to supply your own chairs, tables, display boards, tarps, extension cords and tents. The Hawley Silk Mill will only be supplying you the contracted space size.
- No edged weapons or weaponry of any kind will be sold.
- No fireworks or alcohol will be brought onto the premises.
- No smoking on the premises.
- No distribution of political/campaigning material allowed.

POLICY: In the event of inclement weather management will make every reasonable effort to proceed with the event. If due to inclement weather the grounds are deemed unsafe for staff, vendors and/or festival patrons, we reserve the right to cancel the event at our sole discretion and NO REFUNDS will be given.

No refunds will be honored after December 1, 2022. To receive a refund prior to December 1, 2022 cancelation of contract must be received in writing and postmarked November 30, 2022.

RULES OF CONDUCT: All exhibitors are expected to conduct themselves in a professional manner. Any unruly conduct, refusal to follow rules or use of foul language will be considered grounds for expulsion from the festival.

I agree to abide completely by all festival requirements outlined in this application.

Print Name: _____

Signature: _____

Date: _____

Questions: **Vicky Curtin**
Settlers Hospitality
 email: VCurtin@SettlersHospitality.com



Please keep a copy of this completed application for your records.