

Dear Vendor,

It's our 60th year of the Shelter Island Art Show & Craft Fair! We welcome you to join other artisans to display, demonstrate, and sell your own outstanding, high quality, original works in any medium or style. This year we are planning to add a number of food vendors with unique choices.

This event will be held on **Saturday, August 24, 2024 from 10:00 am to 5:00 pm** on the grounds of the Shelter Island Union Free School District on Route 114 with free admission, free parking, and thousands of attendees!

There is a vendor-donation raffle that raises money toward the Shelter Island Chamber of Commerce High School Student Scholarship.

Apply early! There are limited spaces! You can fill out and return this application with a check or apply online at www.shelterislandchamber.org/events.

I look forward to hearing from you,

Janalyn Travis-Messer, SI Chamber of Commerce Art Show & Craft Fair Coordinator



SHELTER ISLAND
CHAMBER OF COMMERCE

Shelter Island Chamber of Commerce
Art Show & Craft Fair
c/o Janalyn Travis-Messer
PO Box 919
Shelter Island, NY 11964

RULES & REGULATIONS

- 1) **ALL artists and craftspeople must make and show only their original work of artistic design and execution.** No exceptions! No “buy-and-sell” kits, commercially mass-produced items, design –only partially-assembled items, dealers, importers, or retailers will be allowed. Merchandise will be examined the day of the show. If there is any non-handmade work on your table, you will be asked to leave the show with no refund and will be removed from the mailing list.
- 2) **ALL artists and craftspeople must submit photos by email** to janalyntravismesser@gmail.com showing you at work in your studio and creating your own work. No photos received, no booth assignment.
- 3) **Booth space is 12’ x 12’.** On the day of the show, artists with tables larger than 12’ x 12’ must pay for an additional booth or will be asked to leave the show with no refund.
- 4) **Booth locations will be assigned according to receipt of applications.** Please apply early—spaces fill up quickly. **Previous year vendors must submit their application by May 15, 2024 to be eligible to be assigned their previous year booth location.** However, there are no guarantees regarding booth location assignments. Assigned booth locations may not be changed. All locations are busy and well viewed!
- 5) **Exhibitors in the Young Artists Section must be under the age of 18, must show their own original work, and must be accompanied by a parent or guardian for the duration of the show. Young Artists booth space is 3’ x 3’.** Young Artists may purchase a regular 12’ x 12’ booth space. On the day of the show, Young Artists with tables larger than 3’ x 3’ must pay for a regular 12’ x 12’ booth space or will be asked to leave the show with no refund.
- 6) Exhibitors may arrive starting at 6:00 am on the day of the show and **must be set up and ready to show at 9:45 am.** Exhibitors who arrive after 9:45 am will not be allowed to set up and will not be issued a refund. Tear-down of booths may not begin before 5:00 pm and exhibitors must be off the grounds completely by 6:00 pm. Do not leave any debris or trash on the grounds.
- 7) **Please examine your confirmation immediately upon receipt to determine its accuracy.** In case of an error, contact Janalyn Travis-Messer, Art Show & Craft Fair Coordinator, immediately by email at janalyntravismesser@gmail.com or cell 631-374-9745. Exhibitors discovering a problem on the day of the show must accept the resolution of the Art Show & Craft Fair Coordinator.
- 8) **Applications submitted after August 1, 2024 must be paid with a money order or PayPal.**
- 9) **Prior to August 1, 2024 refunds less \$10.00 processing fee (\$2.00 fee for Young Artists) will be issued upon receiving written cancellation of booth. After August 1, 2024 no refunds will be issued.**

Please have your donation item for the raffle ready upon check-in

PLEASE CUT ON DOTTED LINE AND RETURN APPLICATION FORM BELOW WITH PAYMENT.

NAME: _____ TEL. _____

MAILING ADDRESS: _____

EMAIL: _____

DESCRIPTION OF ART/CRAFT: _____

_____ 12’ x 12’ Vendor Booth @ \$150.00 = _____ _____ Young Artist Booth @ \$20.00 = _____

_____ Food Vendor @ \$150.00 = _____

Make check out to “Shelter Island Chamber of Commerce” and mail with application to SICC, Art Show c/o Janalyn Travis-Messer, PO Box 919, Shelter Island, NY 11964

OR APPLY AND PAY ONLINE AT www.shelterislandchamber.org

By signing below I/we agree to release the Shelter Island Chamber of Commerce and all of its representatives of all liability and responsibility for damages including but not limited to loss suffered before, during, and after the Art Show & Craft Fair or as a result of the display of my work, equipment, and materials, and I/we agree and accept to abide by all rules and regulations posted online and listed above on this application.

PRINTED NAME: _____ SIGNATURE: _____

PRINTED NAME: _____ SIGNATURE: _____

DATE: _____