



# Craft Fair Application

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Please Check Your Show of Interest** (check website for specific dates)

*\*If applying for a 2 day show, you must pre-register for **both** days. Please call our office if you can only do 1 day\**

Easter Craft Fair: TWO DAYS (\$50)

Harvest Craft Fair: TWO DAYS (\$50)

Spring Craft Fair: ONE DAY (\$25)

Christmas Craft Fair: TWO DAYS (\$50)

Mid-Summer Craft Fair: ONE DAY (\$25)

Craft Being Sold: \_\_\_\_\_

Number of spaces: \_\_\_\_\_ Amount Enclosed: \_\_\_\_\_

**Please check one of the following:**

Yes, I have a website, Facebook or Etsy account. Here is the web address:

\_\_\_\_\_

No, I do not have a website, Facebook or Etsy account. **Instead, I am sending photos of the craft I plan on selling** (photos can be printed on computer paper).

**Please print out this form and mail it with your payment (& photo if applicable) to:**

**Leesport Farmers Market  
PO Box 747 Leesport, PA 19533**

When we receive your payment, we will mail you a receipted space assignment. Additional information and rules are printed on the back of the space assignment.

We look forward to having you as a vendor and thank you for your interest in the Leesport Farmers Market Craft Fairs! Please be advised that we will be doing Live Social Media Videos and if you do not wish to be included you must notify the Marketing Director.

Website: [www.leesportmarket.com](http://www.leesportmarket.com)

Email: info@leesportmarket.com

Phone: 610-926-1307

312 Gernants Church, Leesport PA 19533

**\*Please Keep This Page For Your Records\***

### **About Our Show:**

Our craft fairs are held five times a year with over 300 crafters occupying more than 500 spaces (292 sheltered). 714 spaces are available. The show hours are 9:00am to 3:00pm. Admission and parking is free. A variety of refreshments are available on the grounds.

### **Reservation Policy for New Crafters:**

We only book one show ahead and we always give the participating crafters the first opportunity to reserve their spaces for the next show. Set up costs range from \$25.00 to \$72.00 per space, per day, and as openings occur interested crafters will be advanced in location based on seniority. Any new crafters interested in participating in our next show can fill out an application and send it in with your payment. The 10'x10' unsheltered spaces are \$50.00 for the weekend (2 day shows) and \$25.00 for the day (1 day show). **We do not pre-book 1 day for 2 day shows.** Crafters without a reservation are welcome to stop by the morning of any show to fill any cancellations or unassigned spaces. A sign-in list for the day will be available in the lobby of the Banquet Hall after 5:30AM. We will begin filling these openings at 7:00AM by first helping any crafters that have already pre-paid for a space, and are looking to improve their location. On the Saturday of a 2 day show we will help those crafters setting up for both days first and the single day crafters next in the order that they signed up that morning.

## **WE ENCOURAGE ALL PARTICIPANTS TO SELL CRAFTS OR CRAFT RELATED ITEMS**

### **Policy For Existing Crafters:**

#### **1.PARKING**

In an effort to provide more customer parking, we insist that...

- All crafters have one and only one vehicle on the premises
- All field area crafters shall park within their 12' x 35' space and all other crafters shall park at or near their space

#### **2.MISCELLANEOUS**

- All participants must sell crafts or craft related items
- Dismantling before 3:00PM is prohibited
- The use of nails or screws on our structure is prohibited
- Any tables moved during set up shall be returned to their original spaces
- No Dogs are allowed on the premises

#### **3.RESERVATIONS**

- Reservation forms for the next show will be distributed in the morning. Fill them out completely and return them with payment to the information desk located inside the building before 3:30PM on the first day of the show.
- If you must miss a show but would like to keep your space for the next show, the missed date must be paid for.
- You must notify us by 9:00AM any day that your reserved space will be vacant (unused) or future reservations will be voided.
- If you decide to give up your space, we will fill it.
- If you would like to request a change in location, please note it on the bottom of your reservation card, and we will contact you if we are able to help you.