

50th Annual Catonsville
**Arts & Crafts
Festival**

Sunday, September 10, 2023

10:00 a.m. to 4:00 p.m.

Rain Date September 17, 2023

CAA Park

202 Ingleside Avenue, Catonsville 21228

Artists * Crafters * Music * Food * Kids Zone

Crafter Application

Presented by:



For more information, call 443-766-0079, chamber@catonsville.org
Visit our website at www.catonsville.org, click events

50th Annual Catonsville Arts and Crafts Festival

Presented by the Greater Catonsville Chamber of Commerce, 757 Frederick Road, Suite 102, Catonsville, MD 21228, 443-766-0079
Catonsville.org

*The festival will be held from 10:00 a.m. to 4:00 p.m. at the CAA Park
202 Ingleside Avenue, Catonsville 21228*

Rules and Regulations

General Rules:

1. The festival will be open from 10:00 a.m. to 4:00 p.m. on Sunday, September 10, 2023, **with a rain date of September 17, 2023.**
2. Items offered for sale by craft vendors must be individually produced by the vendor. **Wholesale items are not acceptable.** No product changes or line additions can occur after an application is filed.
3. Craft vendors must ensure that the photo submitted includes a representative sample of the type of items to be displayed. We try not to assign vendors with similar items near one another.
4. Spaces will be assigned with due consideration to exhibitors' specific requests; however, **the Chamber of Commerce reserves the right to make final space assignments.** Exhibitors may not permit other Exhibitors to use their space, or any part thereof, without express written permission of the Greater Catonsville Chamber of Commerce.
5. Exhibitors must provide their method of display, including table(s) and standard tents or canopies.
6. If an Exhibitor fails to occupy the space contracted for by the end of the scheduled set-up time or fails to comply in any other respect with the terms of this agreement, the Chamber of Commerce shall have the right to use such space in any other manner without releasing the Exhibitor from paying the registration fee based on the date of postmark.
7. Exhibitors should bring their confirmation letters (email) on the day of the festival.
8. The Exhibitor absolves the Greater Catonsville Chamber of Commerce, their officers, directors, employees, and agents of all responsibility for the protection of Exhibitor spaces, contents, and vehicles.
9. **Exhibitors may begin selling their items at 09:30 a.m. and MUST stop sales at 4:00 p.m.**
10. **The Chamber of Commerce assumes no responsibility for exhibits. If weather conditions or other physical conditions present a danger to participants, The Chamber of Commerce maintains the right to cancel the event without refund and reschedule the following week.**
11. No pets, rollerblades, scooters, skateboards, or bicycles, please.

Exhibitor Space Dimensions:

1. Single space size is 10'6" wide x 10' deep with space behind your canopy for storage.
2. All vendors are required to bring a canopy to define their space.
3. Exhibitors must remain within the confines of their spaces. No soliciting is allowed outside of the designated space.

Setup and Removal of Exhibit:

1. **CAA Park** will be closed to the public beginning at 6:00 a.m. on September 10, when exhibitors may begin to set up their exhibits. Vehicles must be removed from the exhibitor area as soon as they are unloaded—**by 9:00 a.m. at the latest.**
2. The festival ends at 4 p.m. and **all Exhibitors must remove their exhibits by 5:30 p.m.** Exhibitors must clean up their spaces at the end of the day.

Traffic and Parking: In August, a Festival Map will be sent to exhibitors with parking instructions.

Sales and Use Tax Regulations:

All Exhibitors required to collect Maryland State Sales Tax must take care of their obligations. For specific information, please contact: **Maryland Sales & Use Tax Division;** Special Events Sections- Room 20, 301 West Preston Street, Baltimore, MD 21201- 410-767-1543

Restrooms: Portable, handicapped-accessible restrooms will be located at the venue.

Catonsville Arts and Crafts Festival, September 10, 2023

Crafter Registration Form

Please do NOT submit this application unless it includes your insurance information, COMPLETED INSERT* or copy of the certificate.

Exhibitor Fees for 2023, NO REFUNDS once application is accepted.

Completed application sent by July 1st, 2023: \$175.00.

NO application will be processed unless it includes the following:

1) Completed application form.	5) Self-addressed stamped envelope IF you CANNOT receive space confirmation via e-mail.
2) Certificate of insurance for 1 million dollars of property damage and bodily injury.	6) Page 3 of this application if you wish to have an item judged.
3) Exhibitor's FEE (see above)	
4) A photograph representative of your display items	

This application and payment can be processed online through the Chamber's website at www.catonsville.org, click events, OR mailed to: The Greater Catonsville Chamber of Commerce, 757 Frederick Road, Suite 102, Catonsville, MD 21228. For more information: e-mail chamber@catonsville.org or Phone: 443-766-0079

PLEASE PRINT or TYPE:

Name: _____ Company Name: _____ Type of Craft: _____

Sales and Use Tax ID Number: _____ Address: _____ City/State/Zip: _____

E-Mail: _____ Cell: _____ Telephone: _____

MUST complete the following:

_____ I am a new Vendor.

How did you hear about our festival?

Fellow Vendor/Friend

Facebook/Instagram

Google

Other _____

_____ I am a returning Vendor.

These circumstances require special placement of my booth:

I need space to park ____ number of vehicle(s).

*** MUST COMPLETE: Insurance Information**

Agent _____ Phone # _____

Expiration date of policy: _____

**Also, complete INSERTED INSURANCE INFORMATION PAGE
Do not send an application if this revised Insurance Certification is not included.**

Total Number of Exhibitor Spaces, each space 10'6" w x 10'd _____

Total Space Cost: \$ _____ make check payable to Greater Catonsville Chamber of Commerce

By signing this form, you have COMPLETED this application and INCLUDED all the necessary items (see list above) for your application to be processed and you have READ and AGREE to abide by the rules and regulations of the Catonsville Arts & Crafts Festival on page 1 of this form.

Signature: _____

Complete the following section ONLY if you wish to enter an item for judging!

PLEASE PRINT or TYPE:

Name: _____ Company Name: _____

Address: _____ City/State/Zip: _____

Email: _____ Cell: _____ Telephone: _____

IMPORTANT. Check the applicable category in which your item will be judged:

- Ceramics/Glass
- Decorative Arts (Painting on any surface)
- Fiber Arts
- Fine Arts
- Fragrances/Candles/Lotions/Oils
- Jewelry (subcategories: Beadwork, Creative Composition, Precious Metals & Stones)
- Needlecraft & Apparel
- Photography
- Woodworking/ Metal/Other Crafting Materials

JUDGING RULES

1. Each space may enter **ONE ITEM** for judging in one of the categories above.
2. **Select ONLY ONE category for the item to be judged.** The Greater Catonsville Chamber of Commerce reserves the right to combine subcategories if insufficient entries are received.
3. **The morning of the festival you will be given a judging card to place next to the item to be judged.**
4. Judging will take place between 10:30 a.m. and 12:30 p.m. Items to be judged **MUST** be in place by 10:30 a.m. or judging of the item will not occur.
5. First, second, and third places will be awarded in each category. Winners of each category will be announced, and awards will be presented after 1:00 p.m.
6. **ALL** exhibitors will be entered in our **BEST BOOTH** judging contest. The Best Booth Winner receives a monetary reward & a certificate.