

January 2011

Dear Craftsperson,

I am happy to announce that the 5<sup>th</sup> Annual Autumn Arts Festival will be held on Saturday and Sunday, September 17 and 18, 2011 from 10 A.M. to 5 P.M. each day. In addition to the Hager House this exciting event encompasses all the other historic sites in City Park The Museum of Fine Arts, The Mansion House and the Railroad Museum while continuing the tradition of Hagerstown's oldest and largest show!

The Autumn Arts Festival is open to all crafts persons who make their own items. Special consideration will be given to traditional crafts persons. Contemporary items such as ceramics (as opposed to pottery), are disallowed, as are items made from a kit. We do not ask for a commission, all profits are yours. All we ask for is a \$50.00 registration fee per space; which is reduced to only \$25.00 for residents of Washington County, Maryland.

Each space measures 15 feet by 15 feet however, some spaces have more depth than others because of trees and other permanent obstacles.

Enclosed, please find the application form. You must have a Maryland Sales & Use Tax License Number to participate. If you don't, your information will be sent to the Maryland Comptroller of the Treasury, and they will send a number to you.

If you have not participated before you MUST be juried. Please send photos along with a complete list of products you intend to sale. We will make every effort to include no more than six of the same craft (i.e. six potters, six basket weavers, six jewelers etc). This requirement will be strictly enforced and please remember that no spot is guaranteed: the best of the applications submitted (as determined by the jury committee) will be accepted. Acceptance letters and rejection letters will be mailed out beginning in June.

Also note that this show is rain or shine and you will be expected to stay until 5:00 pm each day unless otherwise informed by the organizers. Although this show strives to present traditional vendors it is not a strictly 18<sup>th</sup> century or French and Indian era show.

We hope that you can be part of this exciting venture!

Cordially,

John Bryan Historic Sites Facilitator

**Autumn Arts Festival Application  
(for craftsperson)**

**Place:** Jonathan Hager House – 110 Key St. Hagerstown, MD 21740

**Date:** September 17 & 18, 2011 from 10 a.m. to 5 p.m.

**Fee:** \$50.00 (non-refundable) or \$25.00 (non-refundable) for Washington County residents – make check payable to “Hager House”. **No Refunds!**

**Application Deadline:** August 31<sup>st</sup>, 2011 or until all spaces are filled

**Miscellaneous:**

Check-in as early as 7am each day.

Tie downs for canopies must fit within your space.

Please be prepared to stay until closing at 5pm.

This event is rain or shine.

No pets allowed.

**Although 5,500 to 6,000 visitors traditionally attend the festival over the two day period, as is the nature of business, no amount of sales are guaranteed.**

**Name:** \_\_\_\_\_ **Phone** \_\_\_\_\_

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

**Craft:** \_\_\_\_\_

**Your email address, if applicable** \_\_\_\_\_

**Do you demonstrate?** \_\_\_\_ Yes \_\_\_\_ No

**Please reserve** \_\_\_\_ **at \$50.00 per space or \$25.00 per space if a Washington County resident. Check here if you're a resident** \_\_\_\_\_.

**Your Maryland Sales & Use Tax License Number** \_\_\_\_\_.

**Do you want the same space as last year?** \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Doesn't matter.

**I do hereby agree to be responsible for the security of my property and do agree the City of Hagerstown, the Jonathan Hager House & Museum, and all employees thereof, will not be responsible, directly or indirectly, for any theft or damages. I do further release and agree to indemnify the above mentioned in respect to person or persons arising from, relating to, or connected with the conduct or operation of my unit at The Autumn Arts Festival.**

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

## CRAFT VENDOR ADDITIONAL INFORMATION

All Applicants should submit the following:

- A completed Application form for each space requested
- A check for reservation of your space if chosen
- A list of all products you intend to sale at the Autumn Arts Festival
- Photos of all products and your intended set up if available
- Hold Harmless agreement

Craft vendors who are accepted for the 2011 event will be required to submit or obtain the following:

- **You must have a Maryland Sales & Use Tax License Number to participate. All vendors are responsible for collecting Maryland State Sales Tax.**

\*NOTE- This year we plan to move musical performers back to the Hager House site plus the possibility of children's entertainers as well.

**If you have any questions about this year's show please feel free to call 301-739-8393 or e-mail [hagerhouse@hagerstownmd.org](mailto:hagerhouse@hagerstownmd.org). Thank you and we hope to see you in September!**