

City Island Arts & Crafts Fairs 2024

City Island Chamber of Commerce, P.O. Box 13, City Island, NY.10464 Phone 718.885.9100

Application for Artists & Crafts Persons

The City Island Chamber of Commerce is once again planning two Fairs this year. These shows will continue to be juried. No manufactured or used articles will be accepted; this is not a flea market. If you are a new vendor, we will need a description of the items to be sold and a representative photo. If you are accepted and it is found that at the time of the show your merchandise is not similar to what had been presented, you will be asked to leave, and no refund will be given. We have invited small businesses on City Island, as well as local artists to participate. The fairs will be held **June 1 & 2, and Sept. 14 & 15**. The shows will run 11:00 am to 7:00 pm, with set up beginning at 10:00 am each day. **Please use this form to apply for one or both Fairs.**

As in the past we will be promoting these events through press releases and paid advertising. Our press releases have been picked up by the NY Times, and other publications, as well as radio and cable TV stations.

The fee is \$95.00 (per weekend), (\$175.00 for both Spring & Fall Shows if paid together)

each space is on the sidewalk and is approximately 6 feet deep x 10 feet along the curb. We highly recommend a 10' x 10' tent, that will fit if partially set up in the street. Please do not bring oversized tents unless you are taking a double space. You must only use the space assigned to you. It is your responsibility to bring all display materials, tables, chairs etc. that you will need. When setting up please be sure to leave ample space on the sidewalk for pedestrians and strollers. You must break down at the end of the day, no goods or displays can be left up for the next day. There are limited spaces available, and the space numbers may have changed since the last show. You may or may not be assigned to your old space as some of these spaces may have been eliminated.

If a larger space is needed some double spaces (20'x6') are available at \$150.00 per weekend. (\$275 for both shows if paid together)

Once your description and photos are received (for new vendors only, websites and emailed photos are acceptable) we will evaluate your product and if chosen we will determine your location. Please send a check made out to **The City Island Chamber of Commerce** with this application. If you are not accepted your check will be returned.

Please return this no later than May 20th for the Spring Show, and August 30th for the Fall Show.

Any contracts received after these dates must include a \$20 late fee.

We will send you your spot number, street plan & exhibit regulations prior to the show. These shows are non-refundable and in the event of steady rain for both days of the show, a 30% discount on a future show will be provided.

If cancellation of these events is due to City or State regulations, your show fees will be applied to a future show.

We look forward to your participation and another successful year of events on City Island.

Make checks payable to: **City Island Chamber of Commerce** and mail to:

**P.O Box 13
Bronx, NY 10464
718-885-9100**

*** PLEASE PRINT CLEARLY AND CHECK OFF EACH SHOW THAT YOU WILL BE ATTENDING *****

(For a single 10' x 10' space for both shows the cost is \$175.00 when paid at one time)

_____ Spring Show June 1 & 2 _____ Fall Show September 14 & 15

Name: _____ Previous Space # _____

Address _____ City _____ Zip _____

Daytime phone: _____ Evening: _____

Email: _____

Medium / Craft _____

Tax ID # _____ State of Issue: _____ Issue Date: _____ Expiration Date: _____ {or send copy of form}

Permit info if applicable. DOH # _____ DCA # _____ HRA# _____

For office use: Amount received _____ Method of Payment _____