



## APPLICATION

54<sup>TH</sup> ANNUAL  
SEPTEMBER 16, 2023  
9 A.M. TO 4 P.M.  
ONE DAY OUTDOOR FAIR

*Hillsboro Arts & Crafts Fair is a juried show open to artists and craftsmen presenting original, handmade items, vintage & unique repurposed items, handmade antique reproductions, etc.*

***Party based or multi-level marketing home businesses, flea market and garage sale items will not be accepted.***

### **APPLICATION REQUIREMENTS**

- Application is filled out completely and legibly for review by the jury
- To ensure our fair continues to promote original handmade products, current photos are required for all applicants. Photos will not be returned. Three (3) to five (5) current photos of product must be provided along with a photo of yourself working on your products and a photo of products used in creation of your product(s).
- Placement requests can be made but are not guaranteed. Requests are honored on a first-come, first-serve basis. Each vendor's placement is the decision of the Fair Committee, which is final.

### **ADDITIONAL VENDOR INFORMATION:**

- **Confirmation of acceptance will be sent via email.** Application fees will be deposited after confirmation of acceptance has been sent to the email address listed on the application. If not accepted, a letter will be mailed along with the original booth payment to the applicant.
- If a check is returned for insufficient funds, a \$20 fee will be added to the application fee.
- Vendors must furnish their own displays, weather protection, unloading equipment, and any other needed supplies including tents and weights. Staking of tents is not allowed.
- No straw bales are permitted.
- No electricity or generators are allowed.
- No smoking in booths
- Each booth MUST have it's own fire extinguisher

**Applications will be accepted from March 1, 2023 until August 31, 2023**

**Please return applications and all required materials along with a self-addressed business sized stamped envelope to:**

**HILLSBORO ARTS & CRAFTS FAIR  
P.O. BOX 182, Hillsboro, KS 67063  
620-266-8095**

**[director@hillsboroartsandcraftsfair.org](mailto:director@hillsboroartsandcraftsfair.org)**

**[www.hillsboroartsandcraftsfair.org](http://www.hillsboroartsandcraftsfair.org)**

## 2023 Hillsboro Arts & Crafts Fair Vendor Application

Date \_\_\_\_\_

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

Vendor name & address: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_

Emergency contact name and phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

KS Tax ID Number: \_\_\_\_\_ Previous shows where you have been a vendor: \_\_\_\_\_

Describe products & production method (attach additional page if needed): \_\_\_\_\_

Describe any buy/sell items if applicable: \_\_\_\_\_

Please indicate the number of booth(s) requested-limit 6 spaces per vendor. Each booth space is 10'x10'.

**\$135 per space (March 1-April 15)**

**\$150 per space (April 16-August 3)**

**# of booth requested (1-6): \_\_\_\_\_ amount enclosed: \_\_\_\_\_**

### Placement request:

For consideration all applications must be postmarked between March 1, 2023 and August 31, 2023.

I have enclosed the following:

- Signed 2023 application/release
- Booth fee
- 3-5 current photos of applicant's art/craft. \*Color photos on printer paper allowed
  - A current photo of myself making my products
  - A current photo of supplies used for my products
  - Photo(s) of any buy/sell items, if applicable
- Self-addressed stamped envelope

I heard about the Hillsboro Arts & Crafts Fair from: \_\_\_\_\_

**If items are missing or incomplete, processing of your application will be delayed, and placement requests may not be honored.**

**By signing below, I acknowledge I have read and understand this application and agree to abide by all rules including selling only my own work. I understand violations may result in ineligibility for future shows. I acknowledge Hillsboro Arts & Crafts Association and its directors, paid personnel and volunteers of the fair are not responsible for overnight security, inclement weather, loss or damage to property, injury or accidents of any kind. I acknowledge that there will be no refunds after August 15, 2023. In addition, I hereby release the Hillsboro Arts & Crafts Association from any liability connected to my participation in 2023 Hillsboro Arts & Crafts Fair. I authorize the Hillsboro Arts & Crafts Association to use any images of my work and feature stories about my product/craft in its advertisements and on its web page.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_