**VENDOR APPLICATION**

**Cole Harbour Fibre Frolic is Saturday, June 1, 2024. Set at the Cole Harbour Heritage Farm Museum, the event is open to the public from 11:00 am to 3:00 pm.**

Vendor spaces are based on a 10’x10’ pop-up tent supplied by the vendor. Whether or not you use a tent in your allocated space is up to you. Additionally, you must supply a table(s), shelving, or display units to meet your requirements for merchandising and sales. **Vendor spaces are $25.00.**

Please complete each field below. This information will be used for marketing and social media. You may return the form as a Word Document or PDF or as a hand-written document (scanned PDF or JPEG) **with the name of your business included in the document title** via email to the Farm team at hello@coleharbourfarmmuseum.ca

**The application deadline is April 12th, 2024.**

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| **Name of Business:** |
| **Name of Contact Person(s):** |
| **Mailing Address (optional):** |
| **Contact Phone/Text # and Email Address:** |
| **Website: (if applicable)** |
| **Description of products to be sold\*:** **\*Please include up to four images (JPEG) with your application form. Make sure that each photo title includes the name of your business.** |

I acknowledge the Event Guidelines as stated.

Signature of applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Event Guidelines**

**Sales information**

* The intent of the Cole Harbour Fibre Frolic is to showcase hand-made and locally-made arts and crafts.
* Products must be wool/other animal or plant fibres and/or related to wool/other fibres.

 **General information**

* Vendors are required to remain open from 11:00am to 3:00pm on Saturday, June 1st.
* Set-up time is from 9:30 to 10:45am on Saturday morning. We may stagger set-up times to avoid congestion in the farmyard. This information will be sent to you within a few days of the event.
* Vendors must have their vehicles off the grounds and parked in designated areas before 10:30am.
* Vendors are responsible to remove any garbage when disassembling their booth.
* Vending applications will be accepted until midnight on Friday, April 12th.
* Email registration form to: **hello@coleharbourfarmmuseum.ca**
* If your vendor application is approved you will be notified by email no later than Friday, May 3rd. Payment will be required through the museum’s online shop. Instructions for completing the transaction will be communicated by e-mail upon application approval.
* If you have not been notified by end-of-day May 3rd, your application has not been approved.
* If you were approved as a vendor for our 2023 event, which unfortunately was cancelled due to weather, you are automatically approved for this year. However, we will require that you resend your application with updated photos of your goods as soon as possible. These photos will be included in our marketing for the event.