

Church Office Use:

Application received: _____

Fee paid: \$ _____ check cash

**APPLICATION FOR EXHIBITOR SPACE
2013 CLINTON SUMMER FAIR**

First Church of Christ
59 East Main Street – Route 1
Clinton, Connecticut
(860) 669-5735 ● Fax (860) 669-9602

Friday, August 9, 2013
11:00 a.m. – 9:00 p.m.
Saturday, August 10, 2013
9:00 a.m. – 7:00 p.m. ←

website: firstchurchclinton.org

email: summerfair@firstchurchclinton.org

Exhibitor/Trade Name _____ Daytime Phone Number _____

Mail Address _____

Name(s) of Principal(s) _____ Email _____

Connecticut Sales Tax Registration Number* _____

***[At the request of the State of CT, this information will be provided to the state.]**

It is our intention to showcase handmade crafts. We welcome all applications; however, preference will be given to handmade crafters until May 1. After this date, we will revisit the entire application pool and place exhibitors according to the date of receipt of the application. As in past years, to ensure a good mix of exhibitors, we may limit each type of exhibitor. Exhibitors are limited to one 10' x 10' or 15' x 10' space.

FEES

Returning Exhibitor requesting *approximate* same site 10' x 10' space 15' x 10' space
\$80.00 \$120.00

Circle One : Handmade Non-handmade Other - please explain _____

Descriptions of items to be sold (New exhibitors are asked to submit a photo of their work.)

Exhibitors must supply their own canopies, tables, chairs, extension cords and desired booth lighting. There is ample sidewalk lighting.

Special needs: _____

We will make an effort to accommodate requests but offer no guarantee.

Please SIGN and return this application WITH THE FULL FEE to First Church of Christ, 55 Church Road, Clinton, CT 06413. Check should be made payable to First Church of Christ Summer Fair and included with application. [Please note: the fee is refundable only if First Church of Christ cancels the fair, or if there is a declared statewide emergency.] PLEASE KEEP THE ATTACHED INFORMATION AND A COPY OF YOUR APPLICATION FOR REFERENCE.

I have read and agree to the terms of this application and the accompanying cover letter. I understand that the Clinton Summer Fair is held rain or shine, and, furthermore, that unless the First Church of Christ cancels the event, space rental fees will not be refunded. I agree to assume all risks of loss or damage to my property and waive any claim against the First Church of Christ and its officers. I further understand that neither the sponsoring organization nor its officers can be held responsible for any losses due to inclement weather.

Date: _____

Signature: _____

Dear Friends:

We are pleased to enclose an application for the 2013 Clinton Summer Fair which will be held **August 9th and 10th**.

Please take note of the following:

- We have made an effort to address frequently-asked questions with this letter. **PLEASE KEEP THIS INFORMATION FOR FUTURE REFERENCE ALONG WITH A COPY OF YOUR APPLICATION.**
- The 2013 Clinton Summer Fair will be held rain or shine **Friday, August 9th, 11 a.m. – 9 p.m., and Saturday, August 10th, 9 a.m. – 7 p.m.** The church's address, telephone and fax numbers are noted above.
- **The church is on Meeting House HILL. We cannot guarantee level ground. All spaces are designed to be 10 feet deep and 10' or 15' wide, and you may park one car directly behind your space.** Your vehicle must remain in place during the fair's operating hours. We do not have the space or facilities to accommodate vehicles larger than van-size.
- **To ensure a good mix of exhibitors, we may limit each type of exhibitor. As stated above, handmade crafts will be given preference for placement until May 1. All applications will be noted with date of receipt of both the application and fee. After May 1, we will revisit and place all exhibitors.**
- **Applications must be signed.** Unsigned applications will be returned. Applicants will not be considered until a signed application is received. Vendors are required to submit a photograph of their work. A self-addressed, stamped envelope should be enclosed if pictures are to be returned. **Please include your email address if you have one.**
- →We will send email acceptance of your application if an email address is provided.
- Space assignments and any special accommodations are determined based on date of application receipt. The committee will consider all site requests, but reserves the right for final placement.
- Tape with exhibitor names will be placed on the sidewalk in front of each site. Also, a map noting the assigned spaces will be posted Thursday evening, August 8th. **Exhibitors may set up AFTER 5:00 p.m. and be completed by 8:00 p.m. Thursday, or after 8:00 Friday morning.** Exhibitors who have not submitted the application and full fee will not be allowed to set up until the church receives both the completed application and appropriate fee in cash. Sidewalk lighting is provided. Electrical outlets, which you may plug into, are spaced at every other booth. Please supply your own extension cords and booth lighting – **to a maximum of 150 watts per booth.** Tables, chairs, and canopies must also be provided by vendors. **All sites must be dismantled no later than 9:00 p.m. ← Saturday.**
- We are aware that circumstances beyond any of our control – weather, other area activities, economic conditions, and consumer interest – can have an effect on your sales. Recognizing that, **it is also important to us that the booth spaces we rent not be vacated during the fair. It is our expectation that your booth will remain open during fair operating hours – 11:00 a.m.-9:00 p.m. Friday and 9:00 a.m.-7:00 p.m. Saturday. Failure to show up or an early departure may jeopardize participation in future events.** All spaces must be dismantled by no later than 9:00 p.m. Saturday.
- **We will allow exhibitors to use our inside restroom facilities.**
- We ask our local police department to patrol the area during the overnight shifts, and we retain a private security person to patrol the grounds. We have been fortunate that there have been few incidents of property loss or damage during our fair. The choice to leave your belongings on site overnight Thursday and/or Friday is yours, and First Church of Christ assumes no liability for loss or damage.

- The State of Connecticut requires that all exhibitors participating in our summer fair have a **Connecticut (Sales) Tax Registration Number**. If you do not have one, you may obtain it by calling the Department of Revenue Services 860/297-5962; 800-382-9463 or online at www.ct.gov/drs. Click on the "File/Register Online" link. **At the State of Connecticut's request we are required to submit the names and addresses of our participating exhibitors.**

- **Directions:** *From Route 9 South:* Exit 9 (Higganum-Killingworth-Route 81). Right onto Route 81. Stay on Route 81 until it intersects with Route 1 at a traffic light – about 15 miles. Take a left onto Route 1. Church is about three blocks on left. Just past the church, take a left onto Church Road, which will bring you behind the parish house and to the parking area.

From Route 95 North: Exit 63 (Clinton). Left off exit, but get into right lane (at exit traffic light) as you will take an immediate right onto Route 81 (at a second traffic light. Take Route 81 to Route 1 traffic light (less than a mile) and follow directions noted above.

From Route 95 South: Exit 64 (Westbrook-Horse Hill Road). Left off exit onto Route 145. At flashing light take a right (still on Route 145). You will go over a small bridge, remaining on Route 145 until it intersects with Route 1 at a traffic light. Take a right onto Route 1. Church is one-half mile on right. Just before church, you will pass a school and three houses on the right. After the last house, take a right onto Church Road, which will bring you behind the parish house and to the parking area.

Nearby Overnight Accommodations: *Clinton Motel* - 860/669-8850 (½ mile); *Village Motel* - 860/669-8403 (¼ mile); *Hammonasset State Park* [RV or tent camping] - 203/245-1817 (3 miles). There are also motels available in Old Saybrook, which is approximately 15 minutes east of Clinton. If you plan to stay in a motel or at a campsite, we suggest that you make reservations early as Clinton is a shoreline community and vacancies in August are hard to come by. Other nearby communities you may check for accommodations are Westbrook and Old Saybrook.

- The Town of Clinton has waived its charges for a temporary building permit; however, a building inspector may inspect your structure and request modifications if he feels safety is an issue.

If you have questions, please speak with Jane, the church secretary. If she is unable to answer your questions or resolve an issue, she will refer the matter to a member of the committee.

If you know of someone who may be interested in attending the summer fair, please share this information.

Summer Fair Committee
First Church of Christ - Clinton