

42nd Annual OLDE YORK STREET FAIR
Sunday, May 14, 2017 – 12:30 p.m. to 6:00 p.m.

HANDMADE CRAFTS APPLICATION

\$10 non-refundable application fee PLUS

\$115 per 15x10 booth space

**CERTIFICATE OF INSURANCE MADE OUT TO CITY OF YORK OR
SIGNED ACCEPTANCE OF RESPONSIBILITY DISCLAIMER
MUST ACCOMPANY THIS APPLICATION**

OFFICIAL USE ONLY

Date Received _____

Check Number _____

Amount \$ _____

Accept/Reject _____

of Spaces Requested _____

Location _____

P L E A S E P R I N T

Name of craft business _____

Contact person's name _____

Address _____

City _____ State _____ Zip _____

Telephone (Day) (_____) _____ (Evening) (_____) _____

Email _____

PLEASE PRINT NEATLY SO THAT WE CAN SEND YOU EVENT INFO VIA EMAIL

Website _____

Crafts sold at booth must be made by individual purchasing booth.

No manufactured items, no resale items, no kits, no imports.

You MUST include photo of you making your craft AND photos of all items you will be selling.

Photos are required whether you have been in the Olde York Street Fair before or not. Photos will be kept on file and not returned.

Indicate what you will be selling, and please be specific.

Have you participated in this show before? ____ Yes ____ No If yes, state last year here _____

Pennsylvania Sales License Number _____ **(REQUIRED)**

NO BOOTH CAN BE ASSIGNED WITHOUT A CURRENT PA SALES LICENSE #

Electricity is not available for crafters. Due to several requests and changing technology, we will allow small whisper quiet generators in certain sections of the show, and you must tell us in advance. Please note: if you are a returning vendor and wish to bring a quiet generator, it may result in your space assignment being changed depending on where you are located.

Space reservations will be processed as follows:

If you are requesting the same space you used at the 2016 Olde York Street Fair, your completed application must be received at our office on or before 4:00 p.m. Friday, March 3, 2017.

If you would like a change of location from what you had at the 2017 show, your application must be received at our office on or before 4:00 p.m. Friday, March 24, 2017.

If at all possible, people requesting their 2016 location will be given that same space for the 2017 show. People requesting a change of location from their 2016 space will be processed next, followed by new applications in date received order. **APPLICATIONS RECEIVED AFTER MARCH 24th WILL BE ACCEPTED ON A SPACE AVAILABLE BASIS UNTIL 4:00 P.M. FRIDAY, APRIL 7, 2017.**

Rental fee is **\$115 per booth PLUS \$10 non-refundable application fee.** Make check payable to **YORK CITY RECREATION & PARKS.** Booth size is 15' wide x 10' deep and all items must fit within this space. There is a \$25 fee for checks returned for insufficient funds.

Total number of spaces requested: ____ x \$115	\$
Plus \$10 application fee	\$10.00
Total amount due	\$

If you are requesting the same space as last year, please enter that location here:

Street: _____

Block: _____ Space #: _____

If you register and do not show up for the event, you forfeit your booth location for the next year.

If you want a new location, please describe new location or address:

Refunds: The Olde York Street Fair will be held rain or shine. Fee will NOT be refunded due to inclement weather. **No refunds for cancellations after April 1, 2017.**

STATEMENT OF UNDERSTANDING (Must be signed and box below checked or application will be returned.)

I fully understand and agree to abide by the rules and requests of York City Recreation & Parks and/or the Olde York Street Fair committee. If my application is accepted, I realize that my failure to comply with these rules may result in disciplinary action subject to the discretion of York City Recreation and Parks and/or the Olde York Street Fair Committee. I also understand that York City Recreation and Parks and/or the Olde York Street Fair Committee reserve the right to approve or deny any or all applications as they deem appropriate.

☐ **THIS CRAFT ITEM WAS MADE OR GROWN BY ME/US OR MY/OUR IMMEDIATE FAMILY FOR SALE PRIMARILY AT CRAFT SHOWS. NO PAID EMPLOYEES WERE INVOLVED WITH THE MAKING/GROWING OF THIS/THESE CRAFT ITEMS.**

DISCLAIMER (Must be signed or application will be returned)

Applicant and members of his/her craft booth agree to indemnify and hold harmless the Olde York Street Fair and the City of York and its agents from and against all claims, losses, liabilities and expenses, including attorney's fees and court costs arising from any circumstances occurring during the Olde York Street Fair.

Print Name

Applicant Signature

PLEASE BE SURE TO READ THE RULES AND GUIDELINES ENCLOSED WITH THIS APPLICATION. CHANGES HAVE BEEN MADE THAT YOU NEED TO BE MADE AWARE OF FOR THIS YEAR'S EVENT.

Return application form, correct fee amount, and photos by deadline to:

Olde York Street Fair
York City Recreation & Parks
101 S George St., P.O. Box 509
York PA 17405

REMINDER: Whisper quiet generators are only permitted if arrangements are made in advance, and are only permitted in certain sections of the show.

GUIDELINES FOR OLDE YORK STREET FAIR CRAFT VENDORS

The intent of the Olde York Street Fair is to offer crafts persons and non-profit charitable and educational organizations an opportunity to sell their handiwork and/or food to raise money for their cause or organization.

1. Crafts are to be made or grown by craft vendor. No paid employees may have been used to make or grow your item(s). It is understood that to make crafts, manufactured items such as shirts, beads, earring backs, pin backs, etc. must be used. However, the final craft product must be an assembly of these items by the vendor. **No second party crafts, no imports, no manufactured items, no resale items.** If you are unclear if your entry fulfills our requirements, call 717-854-1587 to discuss your application.
2. **All craft vendors are REQUIRED to submit photos with application to verify that crafts being sold at the Olde York Street Fair are handmade.**
3. The following types of participation are allowed at the Olde York Street Fair.
 - Handcrafted products created by the exhibiting artisans (“for profit” vendors)
 - Displays by non-profit groups
 - Displays by political candidates to provide information to voters
 - Non-profit sale of food, beverages, and organizational related items by certified non-profit organizations
 - Store owners or permanent street vendors along route of Street Fair
 - Demonstrations of quality crafts, special food vendors, or permitted novelty vendors as contracted by the City of York
 - Event sponsors
4. The Olde York Street Fair is a rain or shine event. **Be prepared for rain with adequate covering and items to weigh down your booth in case of wind.** No refunds will be given for inclement weather.
5. **Electricity is not available for crafters.** Due to several requests and changing technology, we will allow small whisper quiet generators in certain sections of the show, but you must tell us in advance. Please note: if you are a returning vendor and wish to bring a quiet generator, it may result in your space assignment being changed depending on where you are located.
6. **NO PETS**, no boom boxes, no bikes, no skateboards, no in-line or roller skates.
7. The Olde York Street Fair officially runs from 12:30 to 6:00 p.m. Booth set up begins at 9 a.m. **REGISTRATION ASSISTANCE, RESTROOM FACILITIES, ETC. WILL NOT BE AVAILABLE UNTIL 9 A.M.** Informal selling of craft or food items before the start time detracts from the event and creates a lower caliber event overall. Therefore, pre-event start time sales will not be permitted. Please use extreme courtesy for area residents and church services and minimize noise at these locations. **You must be unloaded and your vehicle removed from the festival area by 11:30 a.m.**
8. Please bring all your own equipment such as chairs, tables, tablecloths and canopies. All tables must have table covering to sidewalk and **all items must fit within your assigned booth space (15’ wide by 10’ deep).**

9. Names of all vendors selling goods and merchandise will be forwarded to the Pennsylvania Department of Revenue. **ALL VENDORS MUST HAVE A CURRENT PENNSYLVANIA SALES TAX LICENSE (PERMANENT OR TEMPORARY)**. You cannot be accepted without a valid license number. To obtain a temporary sales tax license, please apply online at www.pa100.state.pa.us/ or call the PA Revenue Office at 717-425-7700.
10. Insurance or disclaimer must be provided by craft vendors. Certificate must name the City of York as the insured party.
11. **Representatives of the Olde York Street Fair will visit vendor booths to review compliance with guidelines. Those not complying with guidelines could be asked to leave the event and will not be given a refund.**
12. Vendors who do not comply with the guidelines of the event will not be allowed to participate in future Olde York Street Fairs even if they are allowed to remain at the present event.
13. No subletting of space is allowed.
14. If you are admitted to the 2017 Olde Street Fair and are not present, you forfeit your same space number for future York City Olde York Street Fairs.

MAILING ADDRESS:
York City Recreation & Parks
101 South George St., P.O. Box 509
York PA 17405-0509
(717) 854-1587
events@yorkcity.org
www.yorkcity.org/OldeYorkStreetFair

www.Facebook.com/YorkCitySpecialEvents
www.Twitter.com/YorkCityEvents
www.Instagram.com/YorkCitySpecialEvents
#OYSFyork

GPS location for Continental Square:
1 West Market Street
York, PA 17401
*(The information booth will be located in front of this building
and the show is located in several blocks adjacent to this address)*
**PLEASE NOTE THAT THIS IS NOT A MAILING ADDRESS
FOR THE OLDE YORK STREET FAIR**