

CELEBRATE MANSFIELD FESTIVAL

SATURDAY, OCTOBER 2, 2021 | 2:00 - 8:00 PM

downtownstorrsfestival.org



CRAFT BOOTH: APPLICATION PACKET

JOIN US!

You're invited to be a part of the 18th Annual Celebrate Mansfield Festival! This event highlights the best of our community with music, fun, and food! After the challenges of the last year, a celebration is needed now more than ever!

For 2021, we are excited to announce the addition of a new, juried craft show for crafters, makers, and artists of all kinds! With a focus on hand-made and local products, we know that our guests will enjoy the unique artistry of your creations!

This packet includes all of the information needed to apply for booth space as a craft vendor. Each application will be reviewed by the selection Committee; final selections will be made and booths notified by Friday, August 14. **Applications are due by Friday, August 6.**

If you have any questions or concerns, please do not hesitate to contact the Downtown Partnership office. We look forward to working with you to create a new, craft experience at this beloved, community event!

In the wake of the COVID-19 pandemic, some event details may be updated to meet the State of CT health and safety guidelines and best practices.

EVENT DETAILS

THE 18TH ANNUAL CELEBRATE MANSFIELD FESTIVAL

DATE: SATURDAY, OCTOBER 2, 2021 (*Rain date: October 9*)

TIME: 2:00 — 8:00 PM; Craft booths will be open from **2:00 — 6:00 PM**

LOCATION: Downtown Storrs: Dog Lane, Royce Circle, and Wilbur Cross Way

NEW for 2021

- **Wilbur Cross Way will officially be designated as a Kids' Zone!** While the entire Festival is a family-friendly event, designating a specific area for children will help direct families to the activities that will most appeal to their little ones.
- **An alternative Rain Date will be held on October 9th.**
In the case of inclement weather, the event will move to the new Rain Date. All participants will be notified 24 hours in advance if the Rain Date is utilized.

*Thank you for joining us for
the 18th Annual Celebrate Mansfield Festival!*

Please contact the Mansfield Downtown Partnership at
860.429.2740 or keglerd@mansfieldct.org
with questions or concerns

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CRAFT BOOTH: Selection Criteria

1. Crafters, Makers, and Artists will be selected for the quality and originality of their merchandise. To promote variety at the event, we may limit the number of booths that sell similar merchandise.

2. Applicants should supply digital images or photographs of merchandise that will be sold. One image of each item type is requested. We apologize but photographs cannot be returned.

3. All merchandise should be hand-made, artisan, and/or locally-sourced. *Please contact the Partnership office if you have questions about your eligibility.*

4. We recommend that the sale price of individual items not exceed \$100. Although we are now in our 18th season, this is the first year we will include the sale of merchandise at the Celebrate Mansfield Festival. We feel that prices at or below this level will be accessible to the majority of event guests.

5. Applications will be reviewed by the selection Committee in the order in which they are received. All final selections will be made and booths notified by August 14.

6. Craft demonstration slots are available on a limited basis. If you are interested, please describe your demonstration on the application.

7. Priority will be given to:

- Crafters, Makers, and Artists that are from the Town of Mansfield
- Merchandise that reflects the history, culture, or environment of the Town of Mansfield

**Please contact the Mansfield Downtown Partnership office at
keglerd@mansfieldct.org or 860.429.2740
with questions or concerns regarding the selection criteria.**

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CRAFT BOOTH: Event Information

1. **All application materials are due Friday, August 6, 2021.**
2. **A \$25 participation fee is required for selected craft booths.** Please make checks payable to Mansfield Downtown Partnership, Inc.
3. **A CT tax ID number is required for participation.** All craft booths are responsible for collecting and reporting CT sales tax.
4. **Each craft booth space will be 10 feet wide by 10 feet deep.** If space needs exceed 10' x 10', vendors may purchase two spaces, if available.
5. **All craft booths must provide their own event supplies including a canopy or tent, table, chairs, and any necessary sales equipment.**
6. **Access to electricity is not available at the Celebrate Mansfield Festival.** *Please contact the Partnership office if this will be a problem for your booth.*
7. **Festival set-up time will be from 12:00 to 1:00 PM.** Each craft booth will receive a specific, scheduled set-up time and an assigned booth space.
8. **Streets will remain closed to traffic during booth clean-up.** All booths will carry their supplies to their vehicles with the assistance of event volunteers. *Please contact the Partnership office if this will be a problem for your booth.*
9. **Each craft booth is responsible for the clean-up of their booth space and the removal of all waste materials.** Recyclables must be kept separate from trash.
10. **The Celebrate Mansfield Festival is a low-waste event.** Plastic checkout bags are prohibited by the Town of Mansfield; merchandise packaging should be minimal.
11. **In the case of inclement weather, the Festival will move to Rain Date of October 9.** All participants will be notified 24-hours in advance of any changes.

**Please contact the Mansfield Downtown Partnership office at
860.429.2740 or keglerd@mansfieldct.org
with questions or concerns regarding these requirements or policies.**

All craft vendors are responsible for collecting and reporting CT sales tax



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2021 CRAFT BOOTH: Application

Business or Organization

Owner Name or Primary Contact

Please list and describe all crafts, merchandise, or artisan goods that you intend to sell, with planned prices. A second page may be attached, if needed.

- My products are hand-made or created locally
- I have included digital images or photographs of all items that will be sold
- I am available for the Rain Date on October 9
- I would like to demonstrate my craft at the event

CT State Tax ID #

MAILING Address

Phone

Email

Website (if applicable)

Please submit completed applications to:

Email: keglerd@mansfieldct.org

Mail: Mansfield Downtown Partnership
PO Box 513
Storrs, CT 06268

**APPLICATION DEADLINE: FRIDAY, AUGUST 6, 2021
BOOTH SPACES ARE LIMITED**