



Dear Arts and Crafts Vendor,

We are pleased to invite you to participate in the Johns Hopkins University Spring Fair 2017. Spring Fair has been a Johns Hopkins and Baltimore tradition for over 40 years. This campus-wide event, organized and run by student volunteers, brings together the Baltimore community and the University for a weekend of fun! This year, Spring Fair will be held:

**Friday April 28<sup>th</sup>, 12pm - 8pm**  
**Saturday April 29<sup>st</sup>, 10am - 8pm**  
**Sunday April 30<sup>th</sup>, 10am - 6pm**

Deciding which vendors would be the best fit for Spring Fair is difficult. We have many applicants each year and there is not room for everyone. **It is imperative that your applications and payments are sent in by the February 29<sup>th</sup> deadline.** To help facilitate our selection process, please attach photographs, brochures, pamphlets, and/or a website link of the merchandise you plan to sell.

The booth fees differ by product type and application timeliness. **The fee provides you with a 12x12 non-electrical space and covers all three days of fair.**

<b>Before February 1<sup>st</sup></b>	<b>February 1<sup>st</sup> – 28<sup>th</sup></b>	<b>After February 28<sup>th</sup></b>
<b>\$25 Discount</b>	<b>Standard Price</b>	<b>\$25 Late Fee</b>
Commercial: \$250	Commercial: \$275	Commercial: \$300
Handmade: \$195	Handmade: \$220	Handmade: \$245

Johns Hopkins University is a beautiful green campus; to keep the vegetation happy we insist that no stakes be driven into the ground. **All tents must be ballasted or freestanding.** After many years of chasing wind blown tents, we highly recommend you bring weights to keep them grounded. Although we don't offer weights, we do offer:

- 8' x 30' table and two chairs (\$25 fee)
- Electricity (*limited availability*) - tell us on your application and we will review your request (extra fee upon approval)
- FREE PARKING! – all vendors will have free parking for all three days of fair.

Remember to let us know what you need on your application. Also, please specify if you have any special needs (i.e. handicap parking). Remember, that we only accept cash, checks, and money orders as forms of payment. Checks and money orders *will only be cashed* upon acceptance. **If you are accepted, there is a no refund policy.**

Please note that this year there will be limited spaces. Make sure to get your forms in on time. Feel free to contact us at (410) 516-7692 or e-mail us at [artsandcrafts.springfair@gmail.com](mailto:artsandcrafts.springfair@gmail.com) with any questions or comments you may have. We hope that you can join us for Johns Hopkins Spring Fair 2017!

Sincerely,  
*Amanda Chow, Sofya Freyman, and Camille Bowman*



**Spring Fair 2017 Arts and Crafts Vendor Application**

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

Business Owner Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone (home) \_\_\_\_\_ (cell) \_\_\_\_\_

E-Mail \_\_\_\_\_ Website \_\_\_\_\_

Preferred Method of Contact \_\_\_\_\_

Type:	Kind:	Attachments:	Average Price:
<input type="checkbox"/> Handmade	<input type="checkbox"/> Candles	<input type="checkbox"/> Art	<input type="checkbox"/> \$<15
<input type="checkbox"/> Commercial	<input type="checkbox"/> Ceramics	<input type="checkbox"/> Photography	<input type="checkbox"/> 15<\$<50
	<input type="checkbox"/> Clothing/Bags	<input type="checkbox"/> Glass	<input type="checkbox"/> 50<\$<100
	<input type="checkbox"/> Fibers (non-clothing)	<input type="checkbox"/> Wood	<input type="checkbox"/> 100<\$
	<input type="checkbox"/> Metal	<input type="checkbox"/> Toys	
	<input type="checkbox"/> Jewelry	<input type="checkbox"/> Other: _____	

How many 12x12 (non-electrical) spaces would you like? \_\_\_\_\_

Does your display require electricity?    Y    N

How many sets of Tables/Chairs (1 Table/2 Chairs, \$25 per set) do you need? \_\_\_\_\_

Would you like to set up the Thursday (4/14) before Spring Fair?    Y    N

Do you have any additional requests or needs regarding your booth?

\_\_\_\_\_  
\_\_\_\_\_

License Plate of vehicle to be parked at Spring Fair (*one vehicle per vendor*) \_\_\_\_\_

Sales Tax Identification Number (If you do not have one, one will be given to you.) \_\_\_\_\_

**Please return your completed application to:**

Johns Hopkins Spring Fair 2017  
Attn: Arts and Crafts Committee  
3400 N. Charles St.  
Mattin Center 131  
Baltimore, MD 21218  
Fax: 410-516-6185