



Friends of the Cambridge Community Library

P.O. Box 490

Cambridge, WI 53523

Dear Artisans and Crafters,

We hope that you will join us at the 35th annual Cambridge Art & Craft Fair, which will be held on Saturday, November 4, 2017, from 9:00 AM to 3:00 P.M. There are 95 vendor booths available in the two gymnasiums at Cambridge High School, 403 Blue Jay Way. There will be food available to vendors and to shoppers throughout the day. We are very proud of the quality of handmade merchandise that vendors bring.

Please note that the Friends' rules stipulate that only handmade products created within in the continental United States and by the artist in the booth may be sold. Rules also exclude slightly embellished or decorated merchandise. Booth spaces are 100 square feet in a 10x10 configuration. Booth fees are \$60 for a single space and \$120 for a double. Spaces located along the walls of the gym are \$70 for a single and \$140 for a double space. Wall spaces have limited electrical access. Vendors who wish to utilize electricity must bring their own extension cords and power strips. No high-wattage bulbs or fans are allowed. You must bring your own tables and displays.

In order to apply for the 2017 Art & Craft Fair, you need to furnish the following materials:

- A completed booth application form.
- A completed Department of Revenue Wisconsin Temporary Event Operator and Seller Information form.
- A check payable to the Friends of the Cambridge Community Library.
- Vendors new to the fair need to provide materials for approval of their products. Email photos of your craft, send a Facebook page, Etsy page, or website that features your work, or mail photos of your craft.

Booth applications and forms may be downloaded from our website. We are unable to reserve your booth without receiving ALL of this information. We will do our best to satisfy your booth requests. No cancellation refunds will be issued after September 1, 2017.

If you would like to set up on Friday evening, November 3, between 5:00-7:30 p.m., please indicate this on your booth application form. According to the policy of the school district, we must vacate the high school no later than 8:00 p.m.

Send your application materials via email to:

cambridgeartandcraft@gmail.com

or mail them to:

Carla Galler--Cambridge Art & Craft Fair Registrar, P.O. Box 490, Cambridge, WI 53523

If you have any questions or comments, please use email or call the library (608-423-3900).

Thank you for your interest!

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