



# FAIR ON THE GREEN

Sponsored by Mary Taylor Memorial United Methodist Church, Inc.

168-176 Broad Street, Milford, CT 06460

<http://mtm-umc.org/fair> and/or <http://faironthegreen.org>

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We are pleased to inform you that plans are underway for our 51st Annual\* *Fair on the Green* to be held on Friday and Saturday, June 7 & 8, 2024. FRIDAY HOURS: 11:00 A.M. TO 6:00 P.M. Saturday hours 10:00 A.M. to 5:00 P.M. Please see the enclosed Registration Form for fee information. ***Please be sure to include your Driver's License number and Date of Birth, as our Police Department is very strict about receiving this information.***

As we strive to maintain a quality *Fair*, we seek only handcrafted items and/or fine art. We will also allow "commercial and service" vendors to distribute information only. Commercial and service vendors will not be allowed to conduct any monetary transactions.

To aid returning crafters in the application process, we are enclosing a list of *Approved Exhibitors*.\* If your name is on the enclosed *Approved Exhibitors list*\*, you only need to complete the enclosed registration form, check the box "☒ *Approved Exhibitor*" and forward it along with your registration fee.

If you are new to our *Fair on the Green* or if your name is not on the enclosed *Approved Exhibitors list*\*, you must submit, for approval, all of the following:

- ⊕ **Photographs of every craft and/or fine art type that you will sell**
- ⊕ **Photographs of your work area or of you performing your craft**
- ⊕ **Photographs of your tools and/or raw materials used to make your craft or art**

All applications will be carefully screened for the following:

- ✓ **Only fine art and/or items that are handcrafted by the exhibitor will be allowed**
  - No agents, kits, dealer-purchased items, imports or raffles will be accepted
- ✓ **All jewelry must be handmade by the exhibitor**
  - No manufactured jewelry, retailers or flea market setups will be accepted

**Be forewarned – crafters will be asked to remove any items not previously approved for sale.**

To alleviate the problem of parking around the Milford Green, we designate 30 parking spaces in our Church Parking Lot for Crafter/Fine Artist Parking. (We have an obligation to our neighbor, *People's United Bank*, so we are unable to designate our entire lot for exhibitor parking.) We also arrange for additional public parking areas. One space in our Church Parking Lot will be reserved for the **first 30 exhibitors** who apply. If you have a vehicle and a trailer, the trailer will be accepted, but the vehicle must be parked in one of the parking areas specified on the Parking Map that exhibitors will be given with their registration packet the day of the *Fair*. You may park alongside the Green while you are unloading, but once you have set up, please move your car.

As a courtesy to your fellow crafters and artists, please remember that if you park around the Green, you are taking a potential customer's parking space. The enclosed *Approved Exhibitors list* only reflects artists/crafters who have participated with our *Fair on the Green* in the past. For the full list visit [www.faironthegreen.org](http://www.faironthegreen.org).

## ADDITIONAL INFORMATION EXHIBITORS SHOULD KNOW

- A.** COVID Restrictions – our fair is an outdoor fair. If local regulations require us to cancel the fair, we will issue a refund to each vendor who has prepaid, in the manner in which payment was made. Also, each vendor is responsible for setting the requirements for customers entering their tents.
- B.** Spaces on the Milford Green are NOT limited to 10x10 setups, as we have ample room to fill your needs. We do not hold or reserve spaces. Spaces are on a first come, first served basis. However, we ask that you be considerate of traffic flow to other vendors when setting up your display. Canopies are encouraged.

Please note, city law states that stakes may not be driven into the ground. You will need to support your display with weights.

- C.** Setup may begin at 12:00 P.M. on Thursday, 6/1/23, and continue on Friday morning. **However, if you are participating Saturday only, you may not set up before 4:00 P.M. on Friday.** Setup is at your own risk. We do not provide security through the night. If you need electricity for your display booth, be sure to set up near an outlet. (Note: The city does not make these outlets active until Friday.) PLEASE NOTE THAT SETUP IS BEST DONE ON FRIDAY MORNING, ESPECIALLY SINCE PARKING ON THURSDAY IS DIFFICULT and no businesses authorize fair parking on Thursday. There is plenty of premium space on our green for every vendor.
- D.** Registration begins at 7:00 A.M. on Friday. You must sign in at the Registration Table upon arrival. In your welcome packet you will receive a registration tag that must be displayed at your booth. The Registration Table is located on the church property in front of the Church.
- E.** **Please plan to register by May 20, 2024.** Early registration is preferred (see the enclosed registration form for information on reduced early registration fees).
- E. Commercial vendors must set up in one of the two locations in the attached map.**

### PARTICIPATION PERKS

1. You will receive \$5 in food tickets plus complimentary coffee and hot tea.
2. If you pass along **the enclosed flyer and refer** a new hand crafter/fine artist who qualifies and registers for our *Fair on the Green*, you will receive a \$10.00 discount/refund off your registration fee.
3. If you are alone, please allow our hospitality committee to relieve you for a break. Someone from the committee will come to register you for a break time, and a hospitality committee member will be happy to care for your booth while you are away. We also provide food runners who will be happy to bring your requested food order to your booth. Members of our hospitality committee are also willing to watch your booth so that you may move your car to a parking spot away from the Milford Green's curb. We aim to provide the same level of service historically provided but appreciate your understanding that our committee may be smaller than usual due to the pandemic.
4. Restroom facilities are available on Friday & Saturday.

For a list of our **ADVERTISERS**, please visit our  
Web site at <http://faironthegreen.org>