



MARBLEHEAD ARTS ASSOCIATION  
2024 Winter Artisan and Craft Fair  
Saturday, December 7, 10AM - 5PM and Sunday, December 8, 11AM - 4PM  
King Hooper Mansion | 8 Hooper Street, Marblehead, MA

VENDOR/EXHIBITOR FORM

(Complete and return with a \$150.00 check made payable to the Marblehead Arts Association)

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

SOCIAL MEDIA: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

DESCRIPTION OF CRAFT/ITEMS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SPACE/VENDOR INFORMATION:

- ❖ Vendor Fee - \$150.00 (Check made payable to "Marblehead Arts Association") - write "2024 Winter Artisan and Craft Fair" in memo line.
- ❖ Individual vendor areas are approximately 6' - 8' wide
- ❖ MAA will send out a press release to local & regional media and share on social media. A printed flyer will be produced and distributed locally. This flyer will be available to any artisan to promote to their own contacts.
- ❖ MAA volunteers will be on hand to help with set up and for bathroom breaks.
- ❖ Space/placement in the mansion will be at the discretion of the Winter Artisan and Craft Fair Committee. Requests can be made for preferred location, but with the understanding that there are no guarantees. Artisans are encouraged to bring their own tables and display pieces but must not encroach on their neighbours space.
- ❖ Please make sure to review and sign Vendor/Exhibitor Agreement attached.

CONTACT:

Please contact Xhazzie Kindle at [xhazzie@marbleheadarts.org](mailto:xhazzie@marbleheadarts.org) with any questions or concerns.

PAYMENT:

To reserve your spot, please print and fill in this form and drop off in person or mailed along with a check for \$150 to: MAA – 2024 Winter Artisan and Craft Fair, 8 Hooper St., Marblehead, MA 01945.

*The Marblehead Arts Association is a 501c3 not-for-profit organization.  
Taxpayer Identification #04-2078801. Your contribution may be tax-deductible as permitted by law*



MARBLEHEAD ARTS ASSOCIATION  
2024 Winter Artisan and Craft Fair  
VENDOR/EXHIBITOR AGREEMENT

Vendor/Exhibitor agrees to abide by the following rules as a condition for acceptance to the Marblehead Arts Association 2024 Winter Artisan and Craft Fair:

- All fine crafts to be displayed are hand-made and are not machine made, mass produced, or assembled from commercially sold kits. If you have jars or containers that are not hand-made for your artisan goods (like perishable foods) that is permitted. Please ask Khazzie if you need further clarification.
- Vendor space will not be sublet to other craft persons, vendors or shared and the vendor/exhibitor participating in the Marblehead Arts Association 2024 Winter Artisan and Craft Fair will not act as a dealer or agent for other craft persons or manufacturers. Marblehead Arts Association reserves the right to remove without refund or recourse any vendor/exhibitor who misrepresents themselves or their product(s).
- Applicants are asked to supply at least five, medium resolution photos (500-700 KB each) of their work by email to [Khazzie@marbleheadarts.org](mailto:Khazzie@marbleheadarts.org).
- Financial commitment: \$150 non-refundable application fee.
- Vendor/exhibitor will comply with all local and state regulations. There will be no open flames.
- All vendors/exhibitors are expected to conduct themselves in a manner in keeping with the character of the MAA 2024 Winter Artisan and Craft Fair. "Sale" signs are not permitted and all excess stock, wrapping materials bags and boxes must be stored out of sight.
- Set up will be available on Friday, December 6 from 2:00 PM – 7:00 PM and Saturday, December 7 from 7:00 AM – 9:30 AM. All vendor/exhibitors are asked to arrive no later than one hour prior to start of the Winter Artisan and Craft Fair to do any last set up and prepare. Break down begins no sooner than 4:00 pm Sunday December 8, 2024.
- Marblehead Arts Association, its agents, officers or volunteers will not be held liable for failure to perform or fulfill its contractual obligations provided such failure is caused or impeded by closure of the site location due to factors beyond the control of the organization.
- Marblehead Arts Association will not be held responsible for loss or damage of vendor/exhibitor's wares, exhibits or personal property during the 2024 Winter Artisan and Craft Fair. Marblehead Arts Association will not be held responsible for loss, damage or injury caused by products/wares sold or exhibited by vendors/exhibitors directly or through warranty expressed or implied. Insurance for such loss, damages or injury is the sole responsibility of the vendor/exhibitor.
- It is agreed that the Marblehead Arts Association reserves the right to amend and/or add to the applicable rules pertaining to and governing the MAA 2024 Winter Artisan and Craft Fair at any time prior to start time/date of the event. Interpretation of all rules by the Marblehead Arts Association and the 2024 Winter Artisan and Craft Fair Committee are binding and final.

I have read all the above rules and agree to abide by said rules. I release the Marblehead Arts Association, the 2024 Winter Artisan and Craft Fair, it's officers, agents and volunteers from any liability for damage, injury or loss to any goods or persons, which may arise from the rental and occupation of said space, or the participation in the MAA 2024 Winter Artisan and Craft Fair by any one or myself associated with my vend space/exhibit. I further agree that no employment is created by this agreement

If accepted, I give permission for the Winter Artisan and Craft Fair Committee to use my name, my business name, my photos of my wares and any other materials provided by me for publicity purposes. Vendor/Exhibitor Application to the Marblehead Arts Association 2024 Winter Artisan and Craft Fair constitutes vendor/exhibitor agreement of this release.

| Vendor/Exhibitor Name | Vendor/Exhibitor Signature | Date |
|-----------------------|----------------------------|------|
|-----------------------|----------------------------|------|