

VENDOR APPLICATION

WINTER SOLSTICE CRAFT FAIR & VINTAGE MARKET

DECEMBER 8, 2018 AT ANDRES DUARTE STATUE PLAZA (9am-3pm)

1551Huntington Drive, Duarte



Name: _____
Address, City and Zip: _____
Phone: _____
Email: _____

No. of spaces desired: _____ (\$40 for 10X18; \$70 for 2 10X18 adjacent spaces for same vendor; 6 5X5 spaces available at \$25 each.) Vendors provide their own equipment.

What do you propose selling? Limited to handcrafted goods including baked goods (nothing that will spoil), and vintage wares pre-1970.

Limited electricity available. Do you require electricity? _____

VENUE: We will occupy the area around the Andres Duarte Statue on Huntington Drive (Route 66) across the street from City Hall, and the adjacent property of the Grace Fellowship Church. Church and street parking are available for customers. Vendors will unload then park in the city parking lot on the south side of Huntington, returning via crosswalk.

The Craft Fair committee will provide helpers, unleash a publicity campaign and organize the event. Proceeds support the Duarte Historical Society & Museum, an all-volunteer non-profit museum dedicated to the preservation of local history.

For information contact: Karen Levein, (626) 201-1449 or k.levain@gmail.com.

The application is available on the Museum website at www.RanchoDeDuarte.org and payment may be made on the website pay pal account. OR MAIL check payable to the Duarte Historical Society & Museum, c/o Claudia Heller, 277 Opal Canyon Road, Duarte CA 91010, together with this completed application. A confirmation will be sent with more details. No applications will be considered after November 30 or after 50 applications have been confirmed whichever comes first.

CRAFT FAIR VENDOR INSTRUCTIONS: 2018

Thank you for participating in the Winter Solstice Craft Fair & Vintage Market scheduled for December 8, 2018 at the Andres Duarte Statue Plaza and Grace Fellowship Church. This is a site with excellent exposure right on Huntington Drive (Route 66). The Church address is 1551 Huntington Drive (Route 66), across the street from City Hall.

HOURS:

The Craft Fair is open from 9-3 p.m. Vendors may set up between 5 a.m. and 8:30 a.m. and definitely must be ready for business by 9. Please do not pack up until 3 p.m. as it would be disruptive to the other vendors.

SET UP:

Vendors must provide their own equipment including tables, chairs, awnings, signs, etc.

Enter the church parking lot, check in at the VENDOR CHECK IN table to receive your space assignment. Proceed to your space and unload. We will have volunteers there to help you. There are no “bad” spots! Then relocate to the vendor parking lot.

PARKING:

Obviously we want on-site and street parking for customers. Nothing discourages buyers more than lack of parking. After leaving off your load, exit the lot, turn right on Huntington, go west to Cotter and make a U turn. Drive past city hall to Pops Road, turn right and right again into the parking lot. There will be a vendor parking sign. Walking back to the Fair site YOU MUST CROSS AT THE LIGHT AT POPS ROAD. PUBLIC SAFETY WILL BE KEEPING AN EYE OUT FOR JAYWALKERS. This sounds like a long walk but it is really just across the street.

COMFORT:

There are restrooms open in the church.

Food trucks will be on site.

PROBLEMS:

If you have a problem, please check with the Information booth, or with Claudia in the MUSEUM booth near the statue or call Claudia at (626) 253-5573, Karen at (626) 201-1449 or Nick at (626) 428-5736. Please let us know if you need any special arrangements for health reasons. There is handicap parking available.

DEPARTING:

After breaking down your booth, retrieve your car and return to load. We will have help for you if you need it.

The fair will proceed rain or shine.

The Fair is a fundraiser for the Duarte Historical Society & Museum, an all-volunteer entity dedicated to preserving local history through programs, exhibits and memorabilia. The website is: www.RanchoDeDuarte.Org.