



**1st Annual Goshen Recreation Craft Fair  
To benefit the SMK Fund  
Kobylenski Lodge @ Camp Cochepianee  
291 Beach Street  
Goshen, CT**



**Saturday, February 8, 2025  
Vendors 8a-10a open to the public 10a-3p**

**Arts & Crafts Vendor Information, Rules and Requirements**

Artists and crafters are invited to join us at the 1<sup>st</sup> Annual Goshen Recreation Craft Fair, scheduled to be held on Saturday, February 8, 2025. Please read the following information carefully:

**Show Hours:** Show Hours will be 10:00 a.m. – 3:00 p.m. Set-up will take place from 8:00 – 10:00 a.m. and clean-up will take place from 4:00 – 5:00 p.m. (See below for more details regarding set-up and clean-up). Arrangements can be made for Friday afternoon set-up.

**Qualifications:** Arts & Crafts Vendors are accepted on a first-come, first-served basis. Only traditional handmade crafts will be considered for participation and all applications are subject to approval. We do not accept Arts and Crafts applications from those wishing to sell imports or manufactured articles which are not creatively altered in any way, or foods prepared on site or drinks. Sale or exhibit of items not listed on the application form will not be allowed. Booths will be monitored throughout the day to ensure compliance.

Application Requirements: To be considered for participation, the following items are required:

- Completed Arts & Crafts Vendor Application Form with Connecticut Sales Tax ID number
- Payment in Full

**Sales Tax:** Per Connecticut State Law, all vendors must obtain a *Sales and Use Tax Permit* when selling at any fairs or shows in Connecticut, even if you will only be making sales for one day. Permits must be displayed prominently in your booth. Please visit the State of Connecticut Department of Revenue Services at [www.ct.gov/drs](http://www.ct.gov/drs) for more information.

**Spaces:** Tables are provided to vendors as noted on the application. You will be notified by email of your table number. Space is limited. Any display, merchandise, or tables/chairs must be within the space perimeters and may not extend into the walkways or another adjacent space. All spaces are assigned on a first-come, first-served basis at the discretion of the Park and Recreation Department.

**Space Fees:** Space fees are non-refundable, unless the Park and Recreation Department denies your application. Any modification to the event layout due to inclement weather and/or postponement does not afford vendors a refund if they are unable to participate due to these changes. Full payment must accompany the completed application form. Checks may not be postdated. Please DO NOT mail cash. Cash payments are accepted in person, arrangements to be made with Erin by calling 860-601-6089. Table fee is a donation to the SMK Fund for Goshen children and are listed on the application form.

**Inclement Weather:** In case of severe inclement weather, the event will be rescheduled. Notifications of cancellation will be posted on our Goshenrec.com website, Town of Goshen website, Facebook, Instagram, and emailed to vendors.

**Set-up/Clean-Up:** Vendors will have access to the Lodge for set-up from 8:00 – 10:00 a.m. Vendors can unload their vehicle in the spots close to the Lodge. All vendor vehicles must be moved to the parking spots at the top of the lot along Beach Street by 10:00 a.m. Cones will mark the Vendor parking area. Vendors are expected to stay through the whole day until 3:00 p.m., at which time all sales must cease. Vehicles will be permitted to pull to the front of the building at 3:00 p.m. for clean-up. All spaces must be completely cleared by 5:00 p.m.

**Miscellaneous:** We recommend you bring lunch, snacks, and drinks for your own consumption, as there is no food on site. There is a kitchen with a microwave and refrigerator that you will be able to use for your own food items. Goshen Pizza does deliver to the site as well. We also recommend that you bring an assistant to help you with booth coverage during loading/unloading, moving vehicles and for restroom breaks throughout the day. Smoking and alcohol are not permitted.

**Compliance:** All vendors must comply with all rules and requirements stated above. Booths will be monitored and any vendors not in compliance with our rules and requirements will be asked to leave immediately, and no refunds will be granted. Non-compliant vendors will not be eligible to participate in future events.