

# 2024 Cooperstown Artisan Festival

Otsego County Campus, 193 - 197 Main Street Cooperstown

August 31<sup>st</sup>, 10:00am to 5:00pm (*Rain or Shine*)

September 1<sup>st</sup>, 10:00am to 4:00pm (*Rain or Shine*)



The Cooperstown Chamber of Commerce is pleased to bring the Cooperstown Artisan Festival back for the seventh year! Over Labor Day Weekend, the grounds of the Otsego County Campus will once again be transformed into an outdoor Artisan Festival with music, food, children's activities, and over fifty artisan vendors showcasing the creative diversity of our region. The festival will be held in conjunction with the annual Fine Arts on the Lawn at the Cooperstown Art Association. Main Street will come alive with a weekend full of arts and music. *This event is free and open to the public.*

## Set Up & Parking

- All vendor booth spaces are pre-assigned. Standard spaces are 10x10. (Larger spaces available for an additional, pre-paid fee.) Vendors may not relocate from their assigned location.
- Upon arrival, please check in with event staff to help find your booth location.
- Exhibitors must be able to set up on grass lawn.
- Vendors are responsible for bringing all materials needed to set up their booth including tent, stakes, rope, tables, chairs, displays, etc.
- Exhibitors will be responsible for transporting all display materials from vehicle to booth space. Bringing a dolly or a cart is highly recommended. All vendor spots will be accessible by sidewalk.
- Tents and displays must be able to withstand crowds and inclement weather. Please remember the Cooperstown Artisan Festival is a rain or shine event.
- Vendors may begin setting up at 6:00am on Saturday, August 31<sup>st</sup>. (*\*Tents only* may be set up on Friday after 4pm, with the understanding that there will be no overnight security Friday.)
- Vendors must be set up and ready for viewing by 9:45am on Saturday, August 31<sup>st</sup> and Sunday, September 1<sup>st</sup>.
- Vendors may not close their exhibit until 5:00pm on Saturday and may not begin break down of their display until 4:00pm on Sunday (except in the case of severe weather). Leaving early without permission from the Cooperstown Chamber of Commerce may make you ineligible for admission to exhibit at future events.
- Overnight security will be provided Saturday night through Sunday morning.
- Vendors are responsible for removing all belongings including boxes, trash, etc. by 7:00pm on Sunday and leaving the property, including the parking lots, as found.
- Electricity is very limited and will only be available to pre-approved vendors.
- Vehicles may not be left overnight in the County Government parking lots. Please use the Red Trolley Lot if overnight parking is necessary.

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## Application Process

- All interested artists, crafters, and makers may apply to the Cooperstown Chamber of Commerce for admission as a vendor. Application forms for the Cooperstown Artisan Festival can be found online at [cooperstownartisanfestival.info](http://cooperstownartisanfestival.info) or by e-mail request at: [office@cooperstownchamber.org](mailto:office@cooperstownchamber.org)
- Please include images of your work and images of past booth set-ups with the application.
- You will be notified by the Chamber upon acceptance. After acceptance, your booth fee is due and will secure your participation.
- If you need to cancel, the Chamber can issue a refund through July 26th only. Cancellations for any reason after that point will not be refunded.
- Booth placement requests will be honored as closely as possible on a first-come, first-served basis. We cannot guarantee your request.

## Vendor Details and Grounds Rules

- All items sold at vendor booths must be original work produced by the artist, crafter or maker, or an associate. If a vendor is found selling non-original items, they will be asked to leave without refund.
  - Vendors must be 18 years of age (or older) or accompanied by an adult.
  - Vendors shall comply with all federal, state, and local laws.
  - Vendors are responsible for the collection of sales tax and must have a valid NYS Sales Tax Identification number and display a *Certificate of Authority* in their booth during the event.
  - Please refrain from smoking within 100 feet of the Cooperstown Artisan Festival.
  - Alcoholic beverages are not permitted on the grounds of the Otsego County Campus.
  - The Cooperstown Chamber of Commerce, Village of Cooperstown, Otsego County Government, or hired security will not be held responsible for any injury or loss that may arise to vendor, goods, or property, no matter what the cause.
  - The Cooperstown Chamber of Commerce reserves the right to change policies and procedures of this event at any time.
- ❖ ***Vendors in violation of the rules of the Cooperstown Artisan Festival may be asked to leave and may be ineligible for readmission to future events.***

**The Cooperstown Chamber of Commerce thanks you for being part of the Cooperstown Artisan Festival. We look forward to a fabulous weekend and the continuance of a wonderful Labor Day Weekend tradition!**

