

CHESTERTOWN TEA PARTY FESTIVAL 2024 VENDOR INFORMATION

Celebrating Colonial resistance to British rule, Chestertown, on Maryland's Eastern Shore, will hold its Annual Tea Party Festival Saturday, May 25, 2024 and Sunday, May 26, 2024. Kick-off celebration to be held Friday evening May 24, 2024.

GENERAL INFORMATION

- April 1, 2024 ALL 2024 Applications must be completed online or postmarked.
 - May 1, 2024 Space Assignments and vehicle passes mailed
 - May 25, 2024 Festival Hours 10AM- 5PM in downtown Historic Chestertown
 - May 26, 2024 Festival Hours 11AM-4PM Wilmer Park on the scenic Chester River
- All merchants who are selling Saturday and again on Sunday will have to pack up on Saturday and move to the new location on Sunday.

VEHICLES

- A vehicle access pass will be provided and a map with further instructions will be provided to all registrants in early May 2024.
- You **MUST** display your vehicle access pass in order to drive inside the Festival area for load in.
- Only one (1) vehicle per vendor space will be permitted inside the Festival area at a time. To offload merchandise, merchant vehicles will be permitted in the Festival area on Saturday from 7AM until 9AM. Vehicles must then be moved to designated vendor parking. No exceptions will be granted.
- To load up at the end of the day, on Saturday, merchant vehicles will be permitted inside the Festival area on a phased basis beginning at 4:15pm or at a time at the discretion of the Festival staff for safety of the patrons.
- The Festival area will be closed for all through traffic until 7pm.

CRAFT REQUIREMENTS

- We are looking for artists & artisans who create handmade, original work. All work must be original and that of the exhibitor. Items made from commercially manufactured kits are prohibited. Merchants will be asked to remove prohibited items.
- Weapons (toy or otherwise) such as, but not limited to, pop guns, rubber band guns, swords, bows and arrows are prohibited from sale at the Festival. There will be no exceptions. Merchants will be asked to remove prohibited items.
- Demonstrating your craft is preferred.
- The Artisans Committee follows the directives of the Board of Directors of the Corporation. All applications to the Artisans Committee are "Juried as a Craft" on the basis of suitability, and we reserve the right to reject any vendor application. The decision of the Artisans Committee is final.

CHESTERTOWN FARMERS'/ARTISANS' MARKET REQUIREMENTS

- If you are applying as a Chestertown Farmers'/Artisans' Market vendor, you must be confirmed by the Market Managers.

HOW TO APPLY

- Complete an application form.
- For paper forms, enclose a check or money order payable to Chestertown Tea Party Festival, Inc. for space fee:
 - Saturday \$160.00 per space (postmarked on or before April 1, 2024)
 - Sunday \$ 60.00 per space (postmarked on or before April 1, 2024)
- You **MUST** include 3-5 photographs or digital images that demonstrate the crafts you make and will sell and/or of your booth set-up. Photos/digital images must be labeled clearly with name, address, and phone number. These will not be returned.
- Enclose a copy of your Certificate of Insurance. The Chestertown Tea Festival Party, Inc. **DOES NOT** cover your liability. The Corporation requires that you provide your own insurance to cover your booth's liability exposure.
- Mail paper applications to:
 - Chestertown Tea Party Festival
 - Attn: Artisans Committee
 - P. O. Box 526
 - Chestertown, MD 21620

THINGS TO REMEMBER

- Your fee reserves a space approximately 10' deep X 15' wide. A 10' X 10' tent will fit into this space.
- Vendors must provide their own tables, chairs, and tent. No electricity will be provided. No sales commission will be taken.
- Maryland Sales Tax of 6% is the responsibility of the individual vendor. The Chestertown Tea Party Festival Committee does not supply application forms for taxes.
- Every effort will be made to guarantee returning vendor space locations IF registration and payment made online or postmarked by April 1, 2024.
- The Chestertown Tea Festival Party, Inc. **DOES NOT** cover your liability. **CHESTERTOWN TEA PARTY FESTIVAL, INC. ACCEPTS NO LIABILITY FOR LOSS DUE TO WEATHER, DAMAGE OR THEFT.**
- The Festival occurs **RAIN or SHINE**. All activities take place out of doors. There are no refunds if we are rained out. There are no covered spaces. It is necessary to bring tents, tarps or other protective devices for inclement weather.
- Signs are limited to one per booth, no larger than 24" x 36". Lettering, color, etc. should be in the style of the colonial period.
- **COVID** – Artisans must comply with any State, County and Town COVID restrictions, if applicable. Updates will be communicated in advance of the event.

**Something's
Brewing!**