

# PRALLSVILLE - ESTD MILLS 1720 -

## 2023 Spring Fine Crafts and Art Show Application

Your application must be submitted with full payment to secure a spot for the show on April 14 & 16, 2023  
All fees are non-refundable.

Please print or type:

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Trade Name: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Cell: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Please describe your craft and send five digital images for PR purposes:

\_\_\_\_\_

■ Have you participated in craft shows at the Mill before? If so, when: \_\_\_\_\_

■ Would you help distribute PR materials (posters, cards, flyers, etc.): \_\_\_\_\_

Booth Size	50 Square Feet 5' x 10'	75 Square Feet 5' x 15'	100 Square Feet 10' x 10'
Cost	\$200	\$260	\$350
Number of Booths			

**Booth Assignments Are Made on a First Come, First Served Basis!**

Please make checks payable to DRMS. Check Number \_\_\_\_\_ Amount \_\_\_\_\_

Call 609-397-3586 to pay by credit card. Small additional fee will apply.

Signature: \_\_\_\_\_

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## Fine Arts & Crafts Show General Information

**Location:** The Grist Mill and Silo at the Prallsville Mills, 33 Risler Street, Stockton, NJ, 08559

**Set Up:** Friday prior to each show 9am-5pm

### Additional Information:

- Commissions will not be collected on sales. You pay only your booth fee.
- Register early for best chance at your desired booth location. First Come, First Served!
- DRMS will strive for a balance and variety of items for sale and a wait list may be established if there are a high number of applications in a particular category.
- Booth fees benefit the Delaware River Mill Society, which operates the Prallsville Mills complex.
- Please include a check **for your entire booth fee** with your application. This payment will serve as your non-refundable retainer. Your cancelled check is your acknowledgement that you have been accepted in the show.

### Craft Show Rules:

- An application is a commitment to participate in the show.
- You are responsible for sales and staffing of your booth during public hours of the show.
- You must be present at all times and display your work for the entire show.
- You must supply your own displays, including tables, lighting, shelving, etc. Booth locations will be defined by corners taped on the floor. Electrical hookup is available with a maximum of 200 watts.

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## Craft Show General Information (continued)

- You are not permitted to have any items such as chairs, tables, demonstration areas and or items for sale outside your designated booth area.
- You are required to collect New Jersey sales tax and pay it to the state.
- DRMS will take care of and secure the facility while not open to the public. Security of the merchandise while the show is open to the public is your responsibility as is any insurance you may require.
- Failure to comply with the rules and or displays of inappropriate behavior will result in expulsion from the show and ineligibility for admission to any future shows.
- Any artist expelled from the show shall have no right to recover any fees or any lost profits or damages from DRMS.

### Payment Policy:

Submit a check for your booth fee at the time of application. NOTE: All booth fees are non-refundable if you choose to cancel your participation in the show. Your cancelled check is your acknowledgement that you have been accepted in the show. Make checks payable to: Delaware River Mill Society. There will be a \$30 service fee for any checks returned to DRMS for any reason.

### Entry Requirements:

In addition to a completed application form and payment of the booth fee, please provide details of past participation in a craft show at the Mill. If you have not previously participated in a Mill show, before submitting an application, please submit five images (four representing the complete price range of the work you wish to display and one of your booth set up). Digital images can be emailed to [info@prallsvillemills.org](mailto:info@prallsvillemills.org) with the subject line "Craft Show Application – Image Submission."

### Booth Information:

Booths are located in the first and second floors of the Grist Mill and in the Silo. Available booth sizes are 50, 75 and 100 square feet, most in a rectangular shape in roughly the following dimensions: 5' x 10', 5' x 15' and 10' x 10'. NOTE: Because of the nature of the mills, booths may be of different proportions or may turn a corner. There are a limited number of double (10' x 10') booths available. These will be assigned at the sole discretion of DRMS. Double space requests are not guaranteed. All booths must be tastefully decorated.

You may request a particular booth location but we can offer no guarantee of specific placement. **ALL BOOTH ASSIGNMENTS ARE MADE AT THE SOLE DISCRETION OF DRMS.**