



**CRAFTS ON THE SQUARE
 JULY 4, 2022 - OUTSIDE SHOW RAIN OR SHINE**

Crafts on the Square will feature **HAND CRAFTED and/or DESIGNED ITEMS ONLY!!!**
Space Size and fees are:

10 feet x 10 feet \$90.00 Each additional 10 feet - \$90.00

NOTICE: Your checks will be held until at least May 1, 2022.

REMEMBER- You are paying for a specific sized booth - that does NOT mean you can go 10 feet wide and 30 feet back to the center of the lawn – UNLESS you have paid additional money to do so!!!! Overstock may be stored in the immediate (2 or 3 feet) area behind your rented space; however, this should not be a place where customers are allowed. This extended use of space has become an increasingly common practice and will be more closely monitored. Our goal is to make the show fair to ALL participating vendors.

** You may request as many spaces as you need. If you are a returning vendor asking for more spaces than in previous years, please keep in mind you may be moved in order to accommodate your request for more space.

Electricity (very limited). . . \$20.00 It is available on the outside area of the Square only. You **MUST** provide your own heavy-duty extension cord.

PLEASE NOTE: Insurance is REQUIRED for the 2022 Craft Show. Insurance will be provided by the Committee for \$20 per vendor. Vendors that supply a “Certificate of Insurance” will not be charged the additional fee. Your application is NOT accepted until we receive either payment, or your certificate. We are a 1st come, 1st serve show. If your certificate arrives a lengthy time after your application is received – that is the date we count as actually receiving your application. This could possibly cause your space to be different than in the previous year’s show. We will NOT make exceptions to this!! Thank you.

PLEASE READ ALL THE GUIDELINES!

1. **This is a First Come First Served Show!** Spaces will be assigned based on the date the application is received! **All applications are emailed on approximately March 1, 2022 – spaces fill quickly.**
2. You may request a special area or to be next to someone. Your location request is also on a first come first served basis. IF you request a previous location, PLEASE provide us information on where your space was on the square. **This will be extremely helpful!**

3. Please complete **BOTH PAGES** of the application and mail it with payment as soon as possible.

Make checks payable to Seward 4th of July Committee. All fees are donated to help defray the costs of the July 4th Celebration. If you have to cancel for some reason, we are sorry, but there is NO REFUND!

Applications that are not filled out on both sides will **NOT** be assigned a space until needed information is received. Vendors will not be allowed in the show if their checks are returned and the payment is not resolved.

4. Vendors with insurance **MUST SUPPLY a certificate of coverage** at the time of application. **Those vendors without insurance will be charged an additional \$20 per vendor.**

5. If you wish to receive **CONFIRMATION** that you are in the show, please let us know, and we will email your confirmation after checks have been cashed.

6. Anyone in the show this year is automatically on the **EMAIL LIST** for next year. If we do not hear from you this year, you will be removed from the list in 2023.

7. You must charge **(7%)** sales tax and submit it to the Nebraska Department of Revenue.

8. Crafters who are accepted in the show will receive an email approximately two weeks prior to the 4th of July. This letter will include a list of guidelines, a map with your booth number and the approximate location of your booth.

9. Set up time is from 5:30 AM to 8:30 AM. **NOTICE: Anyone arriving AFTER 8:30 am will NOT be allowed to park on the street to unload.** They will have to find a parking space and unload from there. There is no official take down time. Due to the extreme temperatures that may be encountered on the 4th, we do not feel that we should ask you to stay until a specified time. The parade starts at 4:00 PM and it does pass the craft show area.

10. All vendors **MUST** supply their own tables, chairs or display stands. We ask that **ABSOLUTELY NO PLYWOOD, SHEETS OF PLASTIC OR CARDBOARD BE LAID ON THE GRASS! YOU CANNOT PUT STAKES** in the ground due to underground sprinklers.

11. Vendors are responsible for their own merchandise at all times and are responsible for cleaning up their areas, including zip ties, after take down.

12. We reserve the right to **NOT** ask anyone back next year for rude or discourteous behavior.

We want to thank you for considering our show. If you have any questions, please contact us.

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