

## Plainville Fire Company 37th Annual Hot Air Balloon Festival(2024)

Dear Crafter/Vendor,

Enclosed is an application and show information for the **37th Annual Plainville Fire Company Hot Air Balloon Festival**. Please take a moment to review the information and craft show regulations and fill out an application if you are interested in attending.

**Dates and Times:** Friday, August 23rd 4pm to 10:00pm  
Saturday, August 24<sup>th</sup>, 6:00am to 9:00pm

**Place:** Norton Park, South Washington Street, Route 177  
Plainville, Connecticut

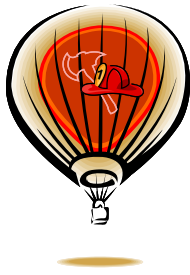
**Attendance:** Thousands of people attend every year

**Craft Booth Fee:**

- Crafted Items Booth: \$200.00 for a 10 foot x 10 foot
- Crafted Items Booth: \$300.00 for a 10 foot x 20 foot
- Commercial Merchandise or Publicity Booth: \$275.00 for a 10 foot by 10 foot
- Commercial Merchandise or Publicity Booth: \$375 for a 10 foot by 20 foot
- Fees are for entire festival or any portion thereof. In the event of inclement weather, **fees will not be refunded.**

**Application Requirements:** Please return a completed application, along with an itemized and accurate description and photograph or picture of your product(s) as well as proof of insurance. The application deadline is **July 15<sup>th</sup>**.  
**All applications received after the deadline will be charged an additional \$50 per space. Any applications received the week of the event will be charged an additional \$100 per space.**

**All applications will be reviewed by the Committee and acknowledgements will be provided by e-mail or regular mail. We will do our best to accommodate requested space location for our returning crafters.**

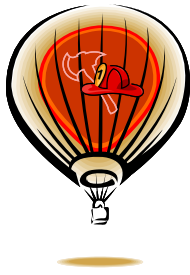


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### Craft Show Rules:

The Plainville Fire Company reserves the right to:

1. Make any changes deemed necessary for the safety and enjoyment of the festival attendees;
2. Remove any product which was not officially accepted during the application process or otherwise does not meet the standards established for the show; and
3. Request any exhibitor not observing the policies of this show or acting in an inconsiderate or unprofessional manner, to leave the show immediately with no refund of fee paid.
4. Exhibitors accept all responsibility for any loss or damage to their work or display.
5. The intent and purpose of the Arts and Craft Show first and foremost is the show and sale of **fine crafted items**. Because the following items detract from this purpose, these are **strictly prohibited** from sale at the show:
  - **Glowing toys or novelties**
  - **Balloons, Silly String and similar items**
  - **Fireworks, sparklers, or poppers of any type**
6. Due to the noise problem created by generators, please limit generators to small portable size. Be sure to indicate on the application if you intend to use a generator during the show. **Also, loud music and smoking that could impact other crafters/vendors around your display is prohibited.**
7. No alcoholic beverages are permitted at any time in Norton Park. This is a strictly enforced ordinance.
8. Exhibitors are responsible for their own trash and disposal.
9. **Crafter's and exhibitors must provide proof of insurance when submitting their application.**
10. **For vendors selling prepacked food, prepared foods or booths that provide samples (i.e. dips, candies,) or other food products must fill out an application with Plainville/Southington Health district prior to two weeks before the event. This is the vendor responsibility as are any associated health department fees. The health department will inspect your booth.**



## Plainville Fire Company 37th Annual Hot Air Balloon Festival(2024)

**Set Up:** Exhibitors are responsible for their own exhibits. Please notify us in advance if handicapped.

**Check-in time begins at 9 am on Friday, August 23rd, 2024.**  
**NO EXCEPTIONS!! SET MUST BE COMPLETED BY 4:00**  
**PM. VEHICLES MUST BE REMOVED BY 3:30 PM.**

Please note that the park fills up with attendees by 4:00pm. **Exhibitors must check in with Craft Coordinator prior to booth set up.**

**Sites:** Booth sizes are either 10 feet by 10 feet or 10 feet by 20 feet.  
**All booth sites are pre-assigned. Sites are arranged carefully to make best use of available space and increase the quality of the show presentation. It is our goal to separate similar crafters and vendors. Once a site is assigned, we will not change locations, as it impacts other vendors.**

Tables and chairs will not be provided. Area lighting is provided; booth lighting and electricity will not be provided.

The Plainville Fire Company does not provide security in the park. All valuables should be secured by the crafter. After hours, the local Police will make more frequent rounds through the park.

*Please complete the enclosed application and return to:*

Crafter Chairperson:  
Plainville Fire Company Hot Air Balloon Festival  
Plainville Fire Company  
77 West Main Street  
Plainville, CT06062-1911

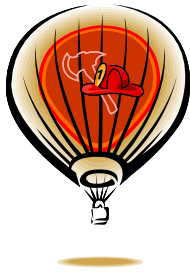
If you should have any questions, please email me at [jlinois@3yankees.com](mailto:jlinois@3yankees.com).

The Plainville Fire Company Hot Air Balloon Festival and Arts and Crafts Show is the only Balloon Festival of its kind remaining in Connecticut. This show is very popular, and is well advertised and publicized. Please consider joining us to celebrate our 37<sup>th</sup> anniversary; we look forward to hearing from you soon!

Sincerely,

*Jim Lenois*

2024Crafter Chairperson  
Plainville Fire Company 2024 Hot Air Balloon Festival



# Plainville Fire Company 37th Annual Hot Air Balloon Festival(2024)

Norton Park, Plainville Connecticut August 23<sup>rd</sup> and 24<sup>th</sup>, 2024

## Exhibitor Application PLEASE PRINT CLEARLY!!!!

Dear Exhibitor: Please return this completed application along with photographs or pictures of the items to be displayed and sold. **Also include proof of insurance.** Make the application fee check payable to the Plainville Fire Company.

### Please print:

Exhibitor Type:(Check one)    Craft: \_\_\_\_\_    Commercial: \_\_\_\_\_

Booth Size:(Check one)    10x10 \_\_\_\_\_    10x20 \_\_\_\_\_

Exhibitor Name: \_\_\_\_\_    Phone Number: \_\_\_\_\_

\_\_\_\_\_ Business Name: \_\_\_\_\_    State Tax ID

No. \_\_\_\_\_

Address: \_\_\_\_\_

City and State: \_\_\_\_\_    Zip Code: \_\_\_\_\_

E-Mail address: \_\_\_\_\_

Check if you will be using a generator during the show: \_\_\_\_\_

Due to the noise created by generators, please limit generator to small portable size only.

Please provide a description of all of your craft or products to be displayed and/or sold:

*(If more space is needed, please continue on the back of this application form.)*

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### BOOTH PRICES

- **Crafted Items Booth:** \$200.00 for 10 feet x 10 feet; \$250 after July 15<sup>th</sup>.
- **Crafted Items Booth:** \$300.00 for 10 feet x 20 feet; \$350 after July 15<sup>th</sup>.
- **Commercial Merchandise or Publicity Booth:** \$275.00 for 10 feet by 10 feet; \$300.00 after July 15<sup>th</sup>.
- **Commercial Merchandise or Publicity Booth:** \$375.00 for 10 feet by 20 feet; \$400 after July 15<sup>th</sup>.

**Note: Applications received the week of the event will be charged an additional \$100 and must be in cash or cashier's check.**

Please consider the following special notice:

I, the undersigned, do hereby agree that I will not hold the Plainville Fire Company responsible for any claims of any kind, including negligence for loss or damage arising out of the display at Norton Park at the Hot Air Balloon Festival. Businesses are responsible for applying for a Connecticut state tax identification number if their items or products are taxable. I also agree that any photos or videos taken by authorized person(s) can be used by the Plainville Fire Company as they see fit.



**Plainville Fire Company  
37th Annual Hot Air Balloon Festival(2024)**

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

Date: \_\_\_\_\_

