



The
Bay
School

Winter Faire 2023

Winter Faire is held at The Bay School on the first weekend of December each year. This successful and entertaining event begins with a **Preview Party on Friday, December 1st from 6-9 p.m.**, which averages 300 invited guests for wine, hors d'oeuvres and a chance to preview the event and shop from vendors. **Winter Faire** takes place on **Saturday, December 2nd from 10 a.m. to 3 p.m.** and attracts approximately 1,200 fairgoers. Dozens of Bay School parents are on hand both days to offer vendor support, staff other areas of the Faire, and ensure that the event runs smoothly.

The Bay School campus comprises several buildings, many of which host different components of the Faire. Emlen Hall features the work of up to 15 artisans in a juried show. The Studio, located in the lower level of Emlen Hall, is home to our school store and coffee house. Here you can sit and relax, and enjoy excellent coffee, homemade treats, and musical musings from our acoustic soundstage. Children's crafts, music, and other activities take place in the Rousseau Building, along with a soup cafe. And new this year, there will be a Festival of Trees in the center circle, featuring ornaments made by Bay School students and families, arranged in the center circle around the fire pit.

Daylong entertainment features live background music on the stage in Emlen Hall, acoustic music in The Studio, and larger bands in the Rousseau Building. Lunch service is available for all vendors, and free coffee and tea are served all day.

The Bay School handles event publicity such as newspaper advertisements and press releases, an event program, a full-color poster distributed to dozens of locations, the Preview Party invitation and guest list, road signs, and banners. We encourage vendors to promote the event to their own customer and friends lists.

Event Admission

The Friday night Preview Party is for invited guests only. Saturday is open to the public. Admission is free for both events.

Vendor Selection

The Bay School Winter Faire is committed to offering fine-quality, handcrafted items. We seek a balance between previous exhibitors and newcomers, and a wide variety of crafts. We select exhibitors who create high-quality crafts using natural materials and who make what they sell. Preference is given to Maine artisans.

Dates and Times

Artist Setup: Thursday, November 30th from 3 p.m. to 6 p.m

Artist Setup: Friday, December 1st from 9 a.m. to 5 p.m.

Preview Party: Friday, December 1st from 6 p.m. to 9 p.m.

Winter Faire: Saturday, December 2nd from 10 a.m. to 3 p.m.

**Participation in both the Preview Party and Winter Faire in their entirety is required of all vendors*

Booth Fees

Our booth fee is \$150.00. The booths are 8' wide in the back with 8' frontage, and 6' on the two sides. We also have two booths available that are 10' wide and 4' deep. Your booth assignment will be given to you when you are notified of your acceptance.

Display

We require pole and drape backdrops (or similar style) for interior booths. Booths on the periphery have a painted wooden wall as a backdrop. Vendors may not place nails or screws in the wall.

Acceptance

Accepted artists will be notified by email. Please note that acceptance is non-transferable and only exhibitors accepted into the Faire may use their assigned spaces. In the event of a conflicting show date, an accepted artist may send a representative to staff the booth.

Artist Access

Artists have drop-off access during the setup hours listed above. In addition, artists may drop off up to 8:30 a.m. the morning of the Faire. Artist parking is across the street from the school to allow for the maximum number of visitor spaces on campus. Overnight parking on campus is not permitted.

Weather

The Winter Faire is a rain-or-shine event. In case of severe weather, you will be notified of any change of plans.

Photography

The Bay School reserves the right to use photographs taken during Winter Faire in future publicity, school publications, and on its website. If you have any questions or concerns regarding this photo policy, please contact the school.

Questions?

If you have questions about the Faire, including the application process, day of event run-of-show, setup and display, or anything else, please contact Aubrae Filipiak at aubraefilipiak@bayschool.org or 207-374-2187.

**The Bay School Winter Faire 2023
VENDOR APPLICATION FORM**

Name:

Cell Phone:

Business Name:

Address:

Email:

Product Description:

Overall price range of products:

Approximately what percentage of your items are under \$30?

Samples:

Attached digital images to winterfaire@bayschool.org OR

Visit my website

Description/photograph of Booth Set-up:

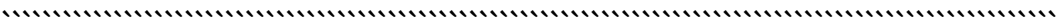
The Application Deadline is October 6, 2023.

Only complete applications postmarked by this date will be considered.

Please mail your application and booth fee to:

The Bay School Winter Faire 2023
P.O. Box 950
Blue Hill, Maine 04614
207-374-2187

Accepted artists will be notified by email on or before October 13, 2023.



For Bay School Use Only

Date Received:

Application Complete: yes no

Booth Fee Received: yes no

Images Received: yes no

Accepted: yes no

Notified: yes no

Notes: