



November 2009

Dear Arts and Crafts Vendor:

We are pleased to invite you to participate in the Johns Hopkins University Spring Fair 2010. This campus-wide event, organized and run by student volunteers, brings together the Baltimore community and the University for a celebration of food, music, games, carnival rides, and a beer garden. Spring Fair has been a Johns Hopkins and Baltimore tradition for over 30 years. We are expecting to attract upwards of 20,000 people. This year, Spring Fair will be held Friday April 23<sup>rd</sup>, from 12 to 7pm, and Saturday April 24<sup>th</sup> and Sunday April 25<sup>th</sup>, from 10am to 6pm.

We are in the process of working with campus and community organizations to improve upon last year's Spring Fair. We encourage you to ask questions and make suggestions to help us in this endeavor.

Due to the high volume of applications every year, the application process is selective. Vendors will be admitted and categorized based on the quality and distinctiveness of their crafts. For these reasons, it is imperative that your completed application and payment for your space(s) be sent in by the **February 27<sup>th</sup>** deadline. Please note that vendors are required to submit photographs, pamphlets, and/or brochures of what they intend to sell in order to facilitate the selection process, or, at the very least, a web-site with pictures of goods. Please include in your application any preference as to where you would like to be located in relation to other attractions at Fair. (Note: At this time, we are not capable of placing any Arts and Crafts vendors in the same area as the major food vendors.) We will try our best to incorporate your input when devising the final layout. It will be easiest for us to accommodate your requests the earlier your application is submitted.

The booth fee is **\$225** for applications **received by February 27<sup>th</sup>**. This will provide vendors with a 10x10 ft. **non-electrical** space. We are working with the university to provide a select number of spaces with electricity. If approved, these spaces would be available for an extra fee, and will also be provided according to the order in which we receive applications. We do not supply tents. If you would like to bring a tent, it must be ballasted or free-standing; **absolutely no stakes can be driven into the ground**. However, for an extra \$25, we will provide vendors with an 8' x 30" table and two chairs. If you need a table and chairs, please indicate this on your application. The fee will cover all three days of Fair. Close loading and unloading access for booth spaces is available. While we cannot provide on-campus parking, shuttle access to a nearby lot is provided along with street parking. If you have or anticipate any special needs, please indicate this on the application. The enclosed application should be postmarked no later than the **final application due date, February 27<sup>th</sup>, 2010**. Decisions will be made shortly thereafter and we will provide further information to accepted vendors at that time. If you are not accepted, your fee will be refunded in full. However, if you are accepted, there is a **no refund policy**.

Please feel free to contact us at (410) 516-7692 or [springfair@gmail.com](mailto:springfair@gmail.com) with any questions or comments you may have. We hope that you can join us for Johns Hopkins Spring Fair 2010!

Sincerely,

Stephanie Yoshioka  
Arts and Crafts Co-Chair

Karen Chan  
Arts and Crafts Co-Chair

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