

Lehigh Valley Hospital–Muhlenberg 2012 Summer Festival Contract

**Please detach this page, complete entire form
and return prior to June 29, 2012.**

Please make any changes on the attached information
sheet and return with your contract

___ 14' x 8' side space in craft tent \$150.00

___ 10' x 8' center space in craft tent \$150.00

___ 10' x 10' end space in center of craft tent \$165.00
(6 available and distributed on a first come, first-served basis).

Please make check payable to: Lehigh Valley Health
Network. All crafters will receive electricity.

I will adhere to the terms of this agreement and to all
decisions of the craft chairpersons. I will not change my
space unless agreed to by the craft chairpersons. I agree
to follow all stipulations listed in this contract.

Lehigh Valley Health Network has my permission to use
my name and craft/s for marketing and website publicity
of the festival.

I have received and agree to the terms of agreement for
the Lehigh Valley Hospital-Muhlenberg Summer Festival.

Signature _____

**All requested information must be completed to be accepted.
Your contract will be returned if incomplete.*

Please sign one copy and return to:

Amy Burrows
Development Department
2100 Mack Blvd., 6th Floor
Allentown, Pa. 18105

**Applications can also be found online at:
www.lvhn.org/giving/Events_and_Sponsorships
and emailed to Amy Burrows at amy.burrows@lvhn.org.*

Dear Crafter,

Thank you for participating in this year's Lehigh Valley
Hospital–Muhlenberg Summer Festival. As you may or may
not know, we had a jurying committee visit each booth
during this year's festival to ensure that all items being sold
were handmade by the crafters in the occupied booth. As
a result of the committee's findings, several crafters were
not asked back for the 2012 festival as it was determined
they were selling items which they did not make. The show
must be a 100 percent handmade craft show as it has
been in previous years. We believe that by doing so we will
be able to attract the crowds of buying customers we all
remember.

During the 2012 festival we will again have our jurying
committee visiting the booths. Please only display and
sell those items that are handcrafted by you. If the jurying
committee determines that a crafter is displaying or selling
items which the crafter personally does not make, the
crafter will be asked to remove the items from their booth
or may be asked to leave the show and will not be asked to
return for future shows.

We do not mean to sound harsh, but this is the best way
we know to maintain the quality of a handcrafted show.

Applications for the 2013 festival will be mailed to all
crafters in early 2013.

Thank you for participating in the Lehigh Valley Hospital–
Muhlenberg Summer Festival craft show and for working
with us to maintain the quality merchandise that the
community has come to expect.

Sincerely,

Jeanne Jones, Chairperson, Crafters
Cindy Johnson, Co-Chairperson, Crafters
Lehigh Valley Hospital-Muhlenberg Summer Festival

Our philosophy

The art and craft exhibits at the Lehigh Valley Hospital–
Muhlenberg Summer Festival are an integral part of the
festival and are showcased at this event. The art and
craft exhibits are used to attract the general public to the
Summer Festival, so we intend to provide for the widest
variety of quality, saleable arts and crafts as possible.

Jeanne Jones, Crafter Chairperson

610-253-7344

Cindy Johnson, Crafter Co-Chairperson

610-691-3368



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51st Annual Lehigh Valley Hospital–Muhlenberg Summer Festival



Arts and Crafts Exhibit
Information and Contract

Aug. 15-18, 2012

On the campus of:
Lehigh Valley Hospital-Muhlenberg
Rt. 22 and Schoenersville Road
Bethlehem, PA 18017

Lehigh Valley Hospital–Muhlenberg 2012 Summer Festival Contract

Dear Art and Craft Exhibitor:

Happy “2012” to our artists and crafters. It’s that time again—time to prepare for the 51st annual Lehigh Valley Hospital–Muhlenberg Summer Festival. I invite you to join us at the festival to exhibit and sell your arts and crafts.

The festival will be held **Aug. 15-18, 2012**. Please remember that all items you plan to display must be juried, which must be done prior to **Aug. 1, 2012**. Members of the craft committee will be periodically checking to ensure that all displayed merchandise has been juried. In the event merchandise that has not been juried is being displayed, you will be asked to remove it immediately. We are requesting pictures from new crafters. Please read this brochure thoroughly so that you have all necessary information.

Each vendor is responsible for contacting the City of Bethlehem regarding the mercantile tax:

City of Bethlehem
10 East Church Street
Bethlehem, PA 18018
610-865-7022

Please return your signed contract no later than **June 29, 2012**. If you don’t plan to exhibit your work this year, please let me know so that crafters on the waiting list can be contacted. If you have any questions, please call me at 610-253-7344 or Cindy Johnson at 610-691-3368.

Sincerely
Jeanne Jones

New artists and crafters are admitted to the festival based on the following criteria:

- Space available
- Uniqueness of the art/craft in the festival
- Quality of the art/craft
- Public interest in and sale-ability of the art/craft
- Your position on the art/craft waiting list

All arts and crafts must be:

- Your own handwork
- No manufactured or commercial products (buy/sell)
- No second source or second sale items.

This is a juried event. Three (3) photographs or slides of, or personal contact with, your art or craft to be exhibited are required before you will be considered for the waiting list. We keep a separate list for each category.

Lehigh Valley Hospital–Muhlenberg Summer Festival

- The hours for the craft tents are as follows:
 - Wed., Aug. 15, 5-10 p.m.
 - Thurs., Aug. 16, 5-10 p.m.
 - Fri., Aug. 17, 5-10 p.m.
 - Sat., Aug. 18, 12-10 p.m.
- Exhibitors must set up their displays on Tues., Aug. 14 between 5-9 p.m., providing the tents are ready, and on Wed., Aug. 15 between 12-4 p.m. Please call 610-253-7344 to verify a Tues. set-up.
- You must supply your own table and display material.
- There will be security on the grounds at night. Twenty-four hour security will start at 10:30 pm on Tues., Aug. 14.
- **You may leave your work and display overnight at your own risk. Lehigh Valley Hospital–Muhlenberg will not be responsible.**
- More than 10,000 people view the arts and crafts exhibits.
- The festival is held outdoors, rain or shine, under three tents provided by the festival. All tents have full opaque side curtains.
- Cluster lighting (flood lights mounted on tent poles) is supplied by the festival. Individual craft space lighting is the responsibility of the crafter.

Please note: The festival has a new location and is now adjacent to the main entrance to Lehigh Valley Hospital–Muhlenberg.

Craft Information on File

Please detach this page, complete entire form and return prior to June 29, 2012.

Mailing name
Business name
Address
Phone
E-mail
Craft description

Jurors will complete this part:

Date received:	_____
Check number:	_____
Check amount:	_____
Tent space:	_____

