

# Carlisle Old Home Day Country Fair Marketplace

June 25, 2022 10:30 to 2:00 pm

## Information & Country Fair Exhibitor Space Request Form

Thank you for requesting exhibitor information for Old Home Day's Country Fair Marketplace to be held on Saturday, June 25, 2022, from 10:30 am to 2:00 pm. Country Fair's purpose is to provide a showcase for the many small businesses, artists and artisans of Carlisle and a few nearby towns.\* It's also a source of information from a wide variety of organizations providing services to the community. Last year Country Fair had about 40 exhibitors. This year we hope to have even more.

Country Fair will again be held beneath the solar array at the Carlisle School parking area, just off Church Street. This location provides sun and some weather protection as well as the convenience of driving to your display location for offloading, and then driving a short distance to parking.

The traditional **exhibitor fee of \$25** has been reinstated this year. Because some exhibitors make substantial sales, we request those exhibitors pay an **additional fee of 10% of sales over \$250**, (including sales of raffle tickets, kid's games, etc.) to be paid on the honor system at the close of Country Fair. For smaller vendors making fewer sales, if the \$25 fee is problematic, let us know and we'll try to find a fee which works for you. You may pay by PayPal at [www.carlisleohd.org/country-fair-2022](http://www.carlisleohd.org/country-fair-2022)) or mail a check made out to: Old Home Day and mail to: Old Home Day, PO Box 54, Carlisle, MA 01741. Please send not later than June 11, 2022.

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Two things need to happen in order for you to exhibit at OHD Country Fair 2022.

1. You need to complete and return the Space request form on the following page. We will then review to make sure exhibiting at Country Fair Marketplace is a good fit for you and for Country Fair.
2. Your \$25 exhibitor fee must be paid not later than June 11, 2022 by either personal check or by PayPal.

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**If you are selling food, you must check with Linda Fantasia at the Carlisle Board of Health to determine if you need a permit.** This will depend upon the type of food being sold (food that will spoil if it is not kept hot or cold is of the greatest concern, but please check). Her contact information is: Linda Fantasia / Health Agent – Town of Carlisle, Board of Health Phone: 978-369-0283 Email: [lfantasia@carlislema.gov](mailto:lfantasia@carlislema.gov) . If Linda requires you to have a food permit, Old Home Day must receive a copy and you must display the original in your booth.

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**Massachusetts requires a permit for all raffles. If you plan to conduct anything which could be construed as a raffle, you will first have to secure a permit from Town Clerk Peggy Wang, [townclerk@carlislema.gov](mailto:townclerk@carlislema.gov), 978-369-6155. Old Home Day will need a copy of this permit.**

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**Old Home Day is intended as a day of homecoming, a day of remembrance, a day to celebrate those things which bind us together in this special community we call Carlisle. Therefore, Old Home Day and Country Fair do not permit politically oriented activity or highly divisive issues.**

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\*If exhibit space is limited, priority is given to Carlisle exhibitors.

We look forward to another great Old Home Day and we hope to see you there

Thank you,

Bert Williams, Country Fair Coordinator  
[OHDcountryfair@gmail.com](mailto:OHDcountryfair@gmail.com)

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Saturday June 25, 2022 10:30 am to 2:00 pm

## Exhibitor Space Request Form

There are three ways to get a completed form back to Country Fair.

1. (preferred) Email Country Fair at [OHDCountryFair@gmail.com](mailto:OHDCountryFair@gmail.com) and ask for a Word formatted Exhibitor Space Request form. You should be able to place your cursor in any blank space and enter the information without distorting the form. Then email the completed form back as an attachment.
2. Print this form. Fill it out and:
  - a. Scan it into your computer and email it back to Country Fair as an attachment, or
  - b. Print and mail the completed form to: Old Home Day, Carlisle PO Box 54, Carlisle, MA 01741.
3. If unable to do either of the above, simply send an email with all the requested information to Country Fair at: [OHDCountryFair@gmail.com](mailto:OHDCountryFair@gmail.com).

Name: (Organization) \_\_\_\_\_  
This information will be listed in the online Country Fair Exhibitor directory unless you say no.

(Contact Person) \_\_\_\_\_

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

E-mail Address: \_\_\_\_\_  
This information will be listed in the online Country Fair Exhibitor directory unless you say no.

Phone #: \_\_\_\_\_  
(Land line) (Mobile)

Website: \_\_\_\_\_  
This information will be listed in the online Country Fair Exhibitor directory unless you say no.

Product or service being offered: \_\_\_\_\_

Describe your product, business, or service exactly as you would like it listed in the online Country Fair exhibitor directory. 20 word maximum

If you have special requirements, please contact us at: [ohdcountryfair@gmail.com](mailto:ohdcountryfair@gmail.com).

We look forward to having you participate in the Country Fair Marketplace at Carlisle Old Home Day!

- Display spaces are allocated on a “first come, first served” basis.
- If exhibit space is limited, priority is given to Carlisle exhibitors.

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OHD Office use only: Date Received: \_\_\_\_\_ Notes: \_\_\_\_\_

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