NON-PROFIT APPLICATION

SATURDAY, August 2, 2025 | 10 AM to 4 PM
Manchester-by-the-Sea, MA

Presented by Greater Cape Ann Chamber of Commerce

Dear Non-Profit Participant:

Welcome to the Festival by the Sea!

Open to visual and performing artists, Festival by the Sea (FBTS) is a celebration of locally grown art, high-end crafts, hand-made jewelry, music, and foods. The festival will take place in picturesque Manchester-by-the-Sea on **Saturday, August 2, 2025, from 10am to 4:00pm.**

Artist booths are spread throughout downtown Manchester – from the steps of Town Hall to the shores of the harbor. Visitor's senses will be inspired by the beauty of art, the sounds of live music and the sights and aromas of locally grown and prepared foods. Non-profit booths will be located only at Masconomo Park.

All vendors and sponsors are responsible for providing their own tables, tents and other display materials, and all tents must be always staffed by the participating artist during the event hours. Please have appropriate weights to hold your tent in place in the case of wind. ***If you are applying to FBTS for the first time, please submit a copy of your work (three photo's will be sufficient).**

Space is limited to the first 100 vendors.

We look forward to celebrating summer on greater Cape Ann with you!

Sincerely,

Festival by the Sea Committee



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GREATER CAPE ANN CHAMBER OF COMMERCE

Step 1: Non-Profit Information

Organization Name: _____

Contact Name: _____

Street Address: _____

City _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Email: _____

Website: _____

Facebook URL/ID: _____

Please tell us about your non-profit

_____

_____

_____

_____

Are you a returning vendor? _____ Yes _____ No

Please plan to bring a tent (no larger than 10x10)

Step 2: Non-Profit Exhibition Fee

_____ $65.00 **for Chamber members**

_____ $95.00 **for non-members**

Step 3: Payment Options

☐ Check Enclosed # _____ ☐ Credit Card ☐ Online Payment thru CM

Cardholder's Name: _____

Card Number: _____

Security Code (back of card): _____ Expiration: _____

Billing Address: _____

Billing Zip Code: _____

Step 4: Vendor Agreement

I, the artist/artisan, agree to abide by the following conditions for acceptance into the **2025 Festival by the Sea:**

- Set up begins at 8 a.m. on the day of the event. The event will take place between 10 a.m. and 4 p.m. Vendors may dismantle their booths at 4 PM.
- Vendors will comply with all applicable local and state regulations. There will be no open flames in any display. Vendors are responsible for all applicable sales tax, vendor licenses and or state licenses and appropriate insurance coverage.
- All displays are expected to be conducted in a manner in keeping with the character and quality of the event, and the town. All excess stock, wrapping materials, bags and boxes must be stored out of sight. Any vendor who fails to appear forfeits their right to exhibit without refund or recourse unless written permission is obtained prior to the event.
- The Festival by the Sea, its agents, officers or volunteers will not be held liable for failure to perform or fulfill its contractual obligations provided such failure is caused or impeded by closure of the site location due to factors beyond the control of the event organizers. The Chamber, the Festival by the Sea Committee and the Town of Manchester-by-the-Sea will not be held responsible for any loss, damages or injury caused by products sold or exhibited by vendors directly or through warranty expressed or implied. Insurance for such loss, damages or injury is the sole responsibility of the vendors. The show is held in rain, shine or snow. In extreme cases, the show hours may be altered or cancelled, and not re-scheduled. There will be NO refund of fees issued in the case of cancellation of the Festival by the Sea.
- It is agreed that the Festival by the Sea Committee reserves the right to amend and/or add to the applicable rules pertaining to the governing of this event. The interpretation of all rules by the Greater Cape Ann Chamber and/or the Festival by the Sea Committee is final.

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Please note that this application is not complete until this page is signed and returned.

Acceptance of Show Rules and General Release

- I/We the Applicant(s) have read and agree to abide by all of the **Festival by the Sea 2025 Show Rules & Regulations.**
- I/We understand that failure to abide by said rules may cause forfeit of future shows and fees.
- I/We agree to assume full responsibility for our conduct and for all property I/We will bring on the premises.
- I/We will hold neither the producers of this event (Cape Ann Chamber of Commerce, the Festival by the Sea committee, the Town of Manchester by the Sea) nor the owners or managers of the show sites responsible for any loss or damages to any person, matter or thing resulting neither from storm, wind or water or other Acts of God, nor from fire, sale of property, loss or theft by any reason whatsoever.
- I/We understand that in the event the show is canceled or closed early due the weather no refunds will be given.
- I/We understand and agree that my/our Name(s) and or Business Name(s) and or Website(s) and any photos, video, item description and prices may be used for promotional and/or informational purposes.

I understand that if this application is not accepted that all fees will be void and returned to me. If this application is accepted, I give permission to use my name, my business name, my pictures and any other materials submitted for publicity purposes. Application constitutes vendor's agreement of this release.

Signature: _____ Date: _____

Print Name: _____

Please make checks payable to Greater Cape Ann Chamber of Commerce.
Mail or email completed application to:

Greater Cape Ann Chamber of Commerce
24 Harbor Loop, Gloucester, MA 01930
Attention: Events Director
michelle@capeannchamber.com