



Hyannis Arts Hall

c/o 255 Main Street, Suite 210 • Hyannis MA 02601 • 508-228-8535

Hyannis Arts & Flea • Holiday Markets

Thank you for your interest in the new nonprofit **Hyannis Arts Hall** and **Hyannis Arts & Flea**. We've had nearly 50 vendors take part so far, and we welcome new vendors as we move forward. Your participation is helping our nonprofit mission to establish a year-round arts and cultural center in the Historic East End of Hyannis, just footsteps off Main.

We promote Hyannis Arts & Flea in advertising and listings in publications and directories on Cape Cod. Our direct mail goes to over 600 Mailchimp subscribers. We're active on social media including Instagram and Facebook. We'll do extra publicity and promotion for these holiday markets.

Our late fall - holiday market schedule is as follows.

Each market date includes **Friday and Saturday**.

Friday market hours are 2 pm – 7 pm, so that shoppers can visit after work on Fridays. **Saturday market hours are 10 am – 2 pm**. We prefer that vendors commit to both days for each session, but we'll consider those who can be there only one of the days. Table location preference will go to those who take part both days. Vendors may leave their setup overnight on Fridays without breaking down. Hyannis Arts Hall has a security alarm and managing director **Bill Ferrall** lives across the street, with eyes on the building.

Halloween Market • Friday, October 24 + Saturday, October 25

Harvest Market • Friday, November 14 + Saturday, November 15

Holiday Market • Black Friday, November 28 + Small Business Saturday, November 29

Hyannis Holiday Stroll • Friday, December 5 + Saturday, December 6

Holiday Gifts Last Chance • Friday, December 12 + Saturday, December 13

(Hanukkah, Christmas, Kwanza)

We plan to make these markets festive, with holiday add-ons to enhance the markets for vendors, including entertainment (we're expecting a chorus with holiday songs on the weekend after Thanksgiving, for example), music, gift wrapping services, and other extras. Send me an email or call **508-228-8535** with questions.

Our holiday period *per day* fee for vendors is **\$50**, or \$100 for the two-day weekend. We'll open doors at **noon on Fridays** for setting up, then give vendors **until 4 pm on Saturdays** for break down. I can be there earlier if someone is joining us for just one of those days. We'll provide an 8' x 30" table plus two chairs. Once accepted, we'll send a link for payment in advance. **For those who want to be with us four days or more, we'll send a link with a 10% discount for payment in advance**. And with a 10% discount if you later add on days beyond the initial four.

Vendor applications

- All vendors are subject to approval by the staff of Hyannis Arts & Flea and must apply in advance using the link [on our website](#) to complete the application. [Or online here](#).
- Our application asks for your home location for your business, the category of your work, and brief description of your business and your work.
- We ask for at least **three images of your work**, in three separate digital files large enough for printing and to be used in publicity, advertising, social media, and printed materials when we create those. Digital files should be **minimally 300 dpi at 5" x 7"**. Larger files are always better since they can be reduced. Lower resolution files with blurry images cannot be used. Please mark your files clearly with your name and include a description, then email to **HyannisArtsHall@gmail.com**.
- We are a welcoming space for all. But we are *not* the marketplace for vendors of firearms or weapons, adult materials, or extremist viewpoints in what's being sold. We reserve the sole right to determine what is appropriate to be sold in Hyannis Arts & Flea.
- Each vendor will be given an 8' x 30" table plus two chairs, to arrange in their space. Otherwise, vendors must bring their own setups and be able to bring them along. We cannot help to move items in and out of the building.
- We cannot provide electrical power beyond a standard outlet near some vendor areas. Please let us know if you need to be near an outlet. Limited power is available.
- Vendors must provide their own display racks that can be contained within their assigned space. Hanging of artwork on walls will not be permitted in this limited setup. We ask that vendors bring their own easels and racks or display their work on the tabletops and floor. Please bring your own bags for customers if needed.
- Please respect the fabric of the building and keep things tidied up around your space. No open flames are allowed. No foods can be sold until we develop a program for that. All activities are subject to the laws and regulations of the Town of Barnstable. No smoking is allowed within building or on adjoining grounds.

Business processes

- All customer sales and the collection of taxes and other financial or shipping arrangements, when required, are the responsibility of vendors. Hyannis Arts Hall and Hyannis Arts & Flea are unable to handle financial transactions for others during sale days.
- Market fees are payable in advance. We prefer payments electronically (we'll send links), but those who request it can pay with check or cash.
- Please let us know of any special concerns or needs you have. Hyannis Arts Hall is completely accessible, with an exterior ramp and an accessible bathroom among the three available.

Please promote Hyannis Arts & Flea to all your customers, family, friends, and acquaintances. Those who would like to subscribe to our emails can sign up on our website **HyannisArtsHall.com**.

Hyannis Arts Hall is a registered Massachusetts nonprofit with a federal 501(c)(3) application in process.

Hyannis Film Festival, Inc. is a federally recognized 501(c)(3) nonprofit organization.

hyannisartshall.com