

# CRAFT SHOW POLICIES

To participate in the Adams County Museum's Craft Shows, you are required to follow the following policies:

1. Space is available on a first-pay basis. Should you need to cancel during the year, a refund may be made available at any time until **thirty days** before the craft show.
2. Starting in October 2023, each booth will be **\$55** per day. Approximate size of the total space is **8' long and 6' deep**. **Starting October 2024 you may rent a 2.5' -by-6' table from us for \$15 each**. Two chairs will be provided at no charge. This allows 1' at the end of each table, and 3' in the back of the table. Early setup is a new option – you will be able to set up your booth the Friday before each show, from 12 Noon to 4 PM. It's an additional \$5 per booth. The fee must be paid one week prior to the show.
3. **Only merchandise handcrafted by you is to be in the show. No imports or commercial exhibitors. If caught, you will be asked to leave.**
4. Display items: Sturdy, free-standing aids no higher than six feet are considered safe. Only the wall spaces have access to the few electrical outlets that are along the perimeter of the rooms. No electrical cords may be taped to the floor which then crosses aisles. If you desire more lighting, check out battery-powered units available at camping or automotive stores (not guaranteed).
5. **The only animals permitted at our craft show events are service animals.**
6. We are required to submit a list of vendor names, addresses, and special event sales tax license numbers to the Colorado Department of Revenue for each of our craft shows. If you don't have a license already, please be sure to call us at (720) 353-0173 once you receive it. You may obtain the application for the Special Event Sales Tax License at [colorado.gov/tax](https://colorado.gov/tax). It may take up to four to six weeks to get your license. If you have any questions, please call the state at (303) 866-5643. Tax charts are emailed to you with your receipt.

If you have any questions, email [crafters@adamscountymuseum.com](mailto:crafters@adamscountymuseum.com) or call/text (720) 353-0173. This line is not staffed 24/7. Please allow time for our volunteers to respond to voicemails. Response time is generally faster for email messages.

# CRAFT SHOW MAPS

You may download PDF maps of the craft show buildings below:

- [Exhibit Hall \(Spaces 1-148 and 200-228\)](#)
- [Waymire Dome \(Spaces 301-385\)](#)
- [Al Lesser Building \(Spaces 500-570\)](#)
- [Rendezvous Room \(Spaces 601-618\)](#)
- [Good Luck 4-H Building \(Spaces 701-720\)](#)

[CLICK HERE FOR ONLINE REGISTRATION](#)

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