



### **Autumn Artisan Market Vendor Information**

Saturday, November 1, 2025, 10am-3pm  
(Rain date: Sunday, November 2, 2024)

**About:** Linden Place's Autumn Artisan Market in Bristol, Rhode Island showcases local talent on the historic grounds of Linden Place, an 1810 Federal period mansion. 2025 marks the sixth year of the market. All proceeds from the market benefit Linden Place and its mission to preserve the treasured property for future generations and create a welcoming environment through programs that enhance the artistic, cultural, and educational life of the community. The historic ballroom, including the modern, renovated restrooms, are fully accessible. Linden Place is a non-smoking facility; smoking and vaping of any kind is not allowed on the grounds or in the buildings.

The Autumn Artisan Market is Saturday, November 1, 2024, from 10am to 3pm, with a rain date of Sunday, November 2, 2024. This event will go forward on the original date in light rain. Any decision about moving the Market to the rain date will be made at least 24 hours in advance.

**Application Deadline:** All applications must be received by October 1, 2025, but vendors will be accepted on a rolling basis, so encourage early applications. We will provide complete logistics upon application acceptance. Payment of fees is expected upon acceptance.

All applications must be accompanied by a copy of your current sales tax ID permit and up to 3 photos of your craft, with at least 1 showing your display. Applications that do not include both the sales tax permit and photos will not be considered. Linden Place does not provide temporary sales tax permits.

**Acceptance and Payment:** All applications will be reviewed by Linden Place and artisans will be notified of acceptance, wait list, or denial via email within 10 business days of Linden Place receiving your application. All crafts are subject to approval by the leadership of Linden Place. This is a juried market and there is limited space. Spaces will be filled on a first-come, first-served basis, so interested vendors are encouraged to submit their application as soon as possible.

Once accepted, a link will be sent to remit payment via Square or vendors may submit payment by check made payable to "Friends of Linden Place." Payment must be submitted or postmarked within 5 business days of emailed notified acceptance. To limit duplication and offer the best shopping and sales experience, Linden Place will limit the number of artisans for certain categories.

**Eligibility:** All work must be handcrafted. This is a juried event, and artisans will only be permitted to sell items included in their product description on the application. Subletting or sharing of spaces is not allowed.

#### **Non-Eligible Items:**

- Imported, commercial, and mass-produced items, including all types of clothing, jewelry and accessories, home goods, food, art, toys, and pet accessories
- Weapons, including knives and firearms.
- Products from multi-level marketing companies, network marketing companies, and direct marketing companies
- Open flames are not allowed anywhere on the property or in the buildings.
- Artisans are asked to comply with the Town of Bristol's policy restricting the use of single-use plastic bags.

**Booth Sizes and Details:** On the application, vendors may indicate a preference for an indoor or outdoor space. Linden Place has a limited number of each space, and these spaces will be filled on a first come, first served basis. Both indoor and outdoor spaces are \$75 per space.

Indoor spaces in the historic ballroom are 8'x6' and can accommodate up to a 6' table or display, allowing for 2' egress. The 2' egress is included in the space dimensions and must be kept clear for safety. Indoor spaces include access to one outlet for electricity and two chairs. Vendors in indoor spaces are responsible for supplying their own extension cords, surge protectors, tables, linens, and other display items. No tents are allowed inside the ballroom and nothing may be hung from or affixed to the walls.

Outdoor spaces located on the grounds are 12'x12' and can accommodate up to a 10' tent or display, allowing for 2' egress. The 2' egress is included in the space dimensions and must be kept clear for safety. Outdoor spaces do **not** include access to electricity. Vendors in outdoor spaces are responsible for supplying their own tables, chairs, linens, tents, and other display items. Tents **may not be staked** into the ground, and each leg must be anchored with a minimum of 50 lbs. of weight per leg.

All spaces will be assigned at the time of acceptance and clearly marked/delineated on the day of the market. Your assigned space will be communicated to you at least two weeks prior to the event. We cannot accommodate requests to change spaces after they have been assigned, but we will do our best to accommodate specific requests if they are made at the time of application. Any displays must be limited to the space allotted, with no elements posing tripping hazards for the public or encroaching on another exhibitor's space.

**Refunds:** All vendor fees are not refundable. In the event of catastrophic weather or government mandated closure requiring that both the original and rain date be canceled, you may apply your vendor fee towards a booth at the 2026 Artisan Market.

**Sales Tax:** Vendors must collect Rhode Island sales tax (except for clothing and food items). All vendors are responsible for obtaining their own sales tax permit, collecting and reporting of sales tax in accordance with Rhode Island state law. You can apply for your permit either by mail or in person at the Division of Taxation, One Capitol Hill, Providence, RI 02908.

**WiFi:** Linden Place has limited wifi capabilities on the grounds and in the ballroom and cannot guarantee a strong wifi connection. We suggest planning for cash/check sales, setting up a personal hotspot, and/or configuring your credit card payment processing device to run on a cell phone data connection.

**Set-up and Break down:** Artisans can set up on the property from 8am-9:30am. All artisans must be set up by 9:30am to allow for a prompt opening at 10am. ***No vehicles are allowed on the property and there is no reserved parking associated with Linden Place.*** Please plan accordingly for transporting your items and displays onto the grounds and removing them at the end of the day. Parking is available on the surrounding streets and in public parking lots, including the lot behind Colt School accessed from Central St. and Wardwell St. Vendors are encouraged to take note of parking restrictions and signage related to street parking.

All artisans must remain in place until 3pm. Leaving early will forfeit your invitation to future markets and events. Artisans will maintain a clean space and leave the space clean at the end of the day. Linden Place is a pack-in/pack-out facility; please plan to take any trash with you at the end of the day. All vendors must be broken down and off property by 4:30pm.

**Question:** Please call Linden Place at (401) 253-0390 or email [info@lindenplace.org](mailto:info@lindenplace.org)  
**Linden Place is the only contact for this event.**



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**I. Contact Information**

Contact Person's Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Website/Etsy: \_\_\_\_\_ Instagram/Facebook: \_\_\_\_\_

RI Tax ID number: \_\_\_\_\_ Food License # (if selling food): \_\_\_\_\_

**II. Craft Information**

- Product Category:**
- |  |                                     |                                       |                                     |
|--|-------------------------------------|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> Apparel & Accessories         | <input type="checkbox"/> Fiber Arts | <input type="checkbox"/> Fine Art     | <input type="checkbox"/> Food/Drink |
| <input type="checkbox"/> Health/Wellness               | <input type="checkbox"/> Glass      | <input type="checkbox"/> Home Décor   | <input type="checkbox"/> Jewelry    |
| <input type="checkbox"/> Garden/Yard Décor             | <input type="checkbox"/> Metal Work | <input type="checkbox"/> Pet Products | <input type="checkbox"/> Pottery    |
| <input type="checkbox"/> Photography                   | <input type="checkbox"/> Toys       | <input type="checkbox"/> Wood Working | <input type="checkbox"/> Books      |
| <input type="checkbox"/> Other (state category): _____ |                                     |                                       |                                     |

Please provide a brief description of your craft: \_\_\_\_\_

*Please include three photos of your craft with this application, along with a copy of your sales tax permit.*

**III. Exhibit Spaces**

Number of spaces: \_\_\_\_\_

Do you prefer (please check one):  Indoor Space  Outdoor Space  No preference

If you indicated a preference above (indoor/outdoor), are you willing to accept a different type of space should that be the only type of space available?  Yes  No



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I, \_\_\_\_\_ (Vendor name) release The Friends of Linden Place and the organizers of the Autumn Artisan Market on November 1, 2025 (rain date November 2, 2025) from any and all liability due to injury, damage, or loss to any person or property that may result from participation in this event.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

Please return signed application to Linden Place by October 1, 2025.

Applications, along with accompanying photographs and sales tax permit, may be submitted in paper by mail or by dropping off at Linden Place during normal operating hours, electronically by scanning and emailing to [cmasse@lindenplace.org](mailto:cmasse@lindenplace.org)

Mailed applications may be sent to:  
Linden Place  
Attn: Autumn Artisan Market  
PO Box 328  
Bristol, RI 02809

Application does not constitute acceptance. All vendors will be notified by email of acceptance, wait list, or denial. Upon acceptance, a \$75 fee per booth will be required. Payment is accepted through check or credit card. Credit card and online payments are subject to a 3% processing fee.