



## EXHIBITOR VENDOR



# North Carolina Oyster Festival Rules and Regulations October 20<sup>th</sup> – 21<sup>st</sup>, 2018

As a vendor of the North Carolina Oyster Festival you are required to abide by all the rules and regulations listed in this document. Failing to abide by the rules may result in expulsion from the Festival, potential denial for future NC Oyster Festivals, and no refund will be made.

### APPLICATION PROCESS

1. Complete the application located on the [NCOysterFestival.com](http://NCOysterFestival.com) website in its entirety. Application must include application fee and photos (regardless of whether you have been a previous vendor). Applications without a check or photos will not be considered.
2. **Please note the NC Oyster Festival Committee has the right to deny any applicant for any reason.**
3. Approved vendors will receive an email confirming their approval as a vendor. **Once Approved there are no refunds (no exceptions).**
4. We will return all checks for denied vendors via US Mail.
5. Approved vendors MUST provide us with a NC Sales Tax ID number.

### DEFINITIONS OF EXHIBITOR VENDOR TYPES

1. Arts & Crafts - All artwork must be original and produced by individuals attending the festival. Paintings reproduced from the works of masters, from advertisements and from widely circulated photographs or imports are not considered original artwork and may not be displayed or sold. **Items for sale must be at least 50% handcrafted crafted by the exhibitor. Examples of unacceptable items for sale are: collectable coins, reprints and commercial jewelry.**
2. Joint Exhibitors – This is defined as two individuals who work together to produce a particular craft. Persons or Organizations representing several artists are not eligible to exhibit except for approved non-profit Churches and Health/Community Service organizations.
3. Non-Profit – A 501-(c)(3) organization. The booth can be used for informational or fundraising purposes. Fundraising cannot be done with food items.
4. Pre-Packaged Food – Food items that are not made on-site.

### FESTIVAL GROUNDS RULES

1. NO PETS ALLOWED
2. NO SMOKING ANYWHERE ON FESTIVAL GROUNDS including vendor tents.
3. NO WEAPONS ALLOWED

### SECURITY

1. There will be overnight security on-site Friday and Saturday evenings, October 19<sup>th</sup> and 20<sup>th</sup>.
2. In case of high winds or rain, it is recommended that you include sidewalls on your tent and ensure the tent is properly secured in the ground.
3. The NC Oyster Festival committee is not responsible for damage sustained to your booth or the items within due to weather.



## EXHIBITOR VENDOR



### VENDOR RESPONSIBILITIES

The NC Oyster Festival Committee works very hard to limit duplication of items in the same area when placing vendors. **You will receive your space assignment when you check-in.**

1. Set up is on Friday, October 19<sup>th</sup> from 10:00 AM – 6:00 PM
2. Upon check-in, you will receive an information packet which will include your vendor parking passes, vendor wristbands, festival map, booth assignment, list of vendors and more.
3. There is no guarantee of placement even if you indicated on your application that you would prefer your previous location.
4. Every vendor **MUST** stay within their 10x10 booth space.
5. You are *required* to have a visible fire extinguisher in your booth.
6. You are *required* to have a 10x10 pop up tent and provide your own tables, chairs and hand cart to transfer items.
7. If you have requested and paid for electric, you must provide your own extension cords. All available electric receptacles will be GFCI protected so please test your equipment before arriving at the festival. All vendor wiring, including drop cords, should be checked for proper polarity and continuity of ground conductors.
8. All vehicles **MUST** be removed from the ground **NO LATER** than 6:00 PM on Friday, October 19<sup>th</sup> and 1 hour prior to the start of show on Saturday and Sunday. **No vehicles will be permitted on the grounds during festival hours.**
9. Vendors will handle their own sales and be responsible for collecting/turning in 7.0% NC Sales Tax where applicable
10. Exhibitors **MUST** maintain a display of his/her work during festival hours.
11. Exhibitors **MAY NOT** pack up prior to 5:00 PM on Sunday unless given permission by a member of the NC Oyster Festival Committee.

There is no guarantee provided against the possibility of duplication or similarity of products

**\*\*PLEASE NOTE THE OYSTER FESTIVAL PROCEEDS RAIN OR SHINE\*\***

**Rules are subject to change.**

**Vendors will be notified at least one week prior to festival of any rule changes.**