



2017 Blue Crab Festival  
P.O. Box 1351, Palatka, FL 32178

## Arts and Crafts Vendor Application

*We appreciate your interest in the 29<sup>th</sup> Annual Blue Crab Festival on May 26, 27, 28 and 29, 2017*

This contract is between \_\_\_\_\_ and The Blue Crab Festival, Inc.

- We do not allow BUY/SELL, flea market or imported items in the Arts and Crafts area. Work displayed must be your own and the artist/crafter must be present. If you do not make the items, you are not an Artisan or Crafter – Please use the Commercial Vendor application. The Festival committee will make the final determination as to which vendor category. **Should a vendor be accepted as Arts and Crafts as a result of misleading information, or an oversight in the jurying process, they may be given the option of upgrading to a Commercial Vendor space, if available, or not participating in the Festival.**
- We want every vendor to make money at this event. The Committee will limit the number of Vendors selling similar items (i.e. Jewelry). Some categories close as early as March. The earlier you submit your application, the likelier you will be accepted.
- The Blue Crab Festival must receive the signed contract, payment, and photos of items to be sold before your application can be processed. You will only be permitted to sell or display items approved in advance, if you do not show it in the photos it is not approved.
- Money Order or Cashier's Checks should be payable to Blue Crab Festival. All fees are required to be paid in full with application.
- **\*\*\*NO CASH, PERSONAL OR BUSINESS CHECKS WILL BE ACCEPTED.\*\*\***
- Mail contract, payment to P.O. Box 1351, Palatka, FL 32178.
- Crafts vendor spaces are 10' frontage x 10' depth. **We reserve the right to limit vendors to 2 spaces, at our discretion.**
- Send 2-4 photos (printed) of your work and one of set up display showing all items to be sold. Use back of application to thoroughly describe work or techniques if necessary. **You may not sell items other than those approved in advance.** The Committee will retain photos. These photos are used to Jury your work, verify your work, determine acceptance and to assign spaces. Even if you have been with us for years, we need pictures.
- Hours for Vendors will be as follows: Set Up - Friday, May 26<sup>th</sup> 5:00 pm to 9:00 pm, Saturday, May 27<sup>th</sup> 8:00 am to 10:00 am; Operating Hours - Saturday May 27<sup>th</sup> 10:00 am to 6:00 pm; Sunday May 28<sup>th</sup> 10:00 am to 6:00 pm; Monday, May 29<sup>th</sup> 10:00 am to 5:00 pm. The event will open at 10:00 am Saturday, Sunday and Monday. All vendors are required to be open during all hours.
- Equipment teardown may only occur after 5:00 pm on May 29<sup>th</sup>, everything must be removed by 9:00 pm. No early teardowns. **No Crafters vehicles will be permitted on St. Johns Avenue for tear down until 5:00 pm on Monday.** You are responsible for leaving your space clean including removal of trash or other debris. All trash must be placed in the dumpsters.
- Artisan and Crafter vendor fee is **\$210.00** per space. **Application deadline is May 1, 2017.** A late fee of \$50.00 will be assessed for any application received between May 2<sup>nd</sup> and May 20<sup>th</sup>. Full payment must be received with your signed contract.
- Fees are non-refundable once the Festival accepts a vendor. Vendors will be notified by email when accepted. Any vendor not accepted will be notified by email and your check will be returned. Once a complete application has been submitted it will be processed.

- Limited 110v electricity is available. You must request electrical service in advance. Basic electrical connection for Artisan and Crafters is \$30.00. All Vendors that have paid for electrical connections will be provided markers for their cords. Markers must be attached to your cord. Any Vendor that connects to Electricity without prepayment will be charged a minimum of \$50.00 which will be collected on the spot. The electrician, based on your needs and usage, will determine additional electrical charges. Generators are not permitted. You are responsible for your own extension cords. Cords must be covered if crossing an aisle.
- Your entire display must fit within your assigned space. No vendor may extend past the approved designated space as determined by the committee. Your space will be clearly marked on all four sides. Please do not plan on placing any racks, displays, or products outside of your space. Anything that is placed in the aisles will be removed. Should the Festival Volunteers have to ask you to remove any item from the aisle more than twice you will be removed from the Festival. When requesting space you must include tongues/hitches, trailer/truck, tent ropes, and displays that will be in your space.
- You are responsible for collecting and submitting Florida State Sales and Use Tax.
- **Any attempt to sell unapproved items will not be tolerated.** The Festival reserves the right to close down Artisan/Crafters who have serious violations or lack of professionalism. We reserve the right to cancel or eject any disruptive or fraudulent exhibitors without refunds.
- This contract is NOT assignable or transferable. Only businesses, groups or organizations listed on the application will be permitted to operate or advertise from the location.
- Should you have any questions, email contacts are returned quickly: Renee Vaughn, rae77rx @gmail.com or call 386-546-1127.
- Everyone that you deal with on the Committee of the Blue Crab Festival is a volunteer. We are all trying to put on a great Event and to give you the opportunity to make some money. The Festival volunteers assist with this one Festival every year. Abuse of our Volunteers will not be tolerated. Any suggestions that you may have to improve our Festival are welcomed when given in a respectful manner.

**General Release:** I do hereby release the Blue Crab Festival Committee and the City of Palatka from any and all liability of any kind for any loss or damage to my property during my participation in the Blue Crab Festival. I further agree to hold harmless, defend and indemnify the Blue Crab Festival Committee and the City of Palatka against all claims, losses, damages or liability of any kind, including costs and attorney's fees arising out of my participation in the Blue Crab Festival.

**Business Name** \_\_\_\_\_ **Contact Name** \_\_\_\_\_

**Address** \_\_\_\_\_  
*Number & Street* \_\_\_\_\_ *City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip Code* \_\_\_\_\_

**Business Phone** \_\_\_\_\_ **Cell Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Items to be Sold** \_\_\_\_\_

**Description of Your Vehicle** \_\_\_\_\_ **Tag Number and State** \_\_\_\_\_

**How many 10' x 10' Spaces would you like?** \_\_\_\_\_

**Electric Requirements – What are you powering? – please be specific** \_\_\_\_\_  
*Enclose \$30.00 Minimum Fee*

Fee Schedule per 10' x 10' Artisan and Crafter Space: All Vendors paying prior to April 1<sup>st</sup>: \$210.00  
 All Vendors paying between April 1<sup>st</sup> and May 16<sup>th</sup>: \$260.00

**Total Amount you are enclosing with this Application** \_\_\_\_\_

**SIGNATURE (REQUIRED)** \_\_\_\_\_ **Date** \_\_\_\_\_

*I HAVE READ, UNDERSTAND, AND AGREE TO FOLLOW ALL RULES OF THE BLUE CRAB FESTIVAL*

SIGNED CONTRACT, PHOTOS OF WORK, AND FULL PAYMENT MUST BE RECEIVED BEFORE APPROVAL IS GRANTED.  
ALL VENDORS ARE ACCEPTED UNLESS NOTIFIED BY COMMITTEE. PRIOR PARTICIPATION DOES NOT GUARANTEE  
ACCEPTANCE.

