

APPLE HARVEST CRAFT SHOW RULES AND REGULATIONS

Saturday and Sunday, September 29 and 30, 2018

**YOU MUST GO TO THE SHOW OFFICE IN THE ARENA
AND REGISTER PRIOR TO SETTING UP.**

SET UP STARTS AT NOON FRIDAY TO 8:00 P.M. Sharp

**This is for the convenience of the exhibitors-the buildings will be closed
at 8 p.m. Sharp Friday evening**

**Set up Saturday Morning 7 a.m. to 9:30 a.m. After 9 a.m. exhibitors will be required to use
exhibitor's entrances & will not be allowed to use the public entrances until the show opens.**

***The Apple Harvest Craft Show reserves the right to limit the number of exhibitors in any category.
Application acceptance is at the sole discretion of the jury. Their decision is final.***

- 1) This is a quality juried craft show, only handmade finished Canadian Crafts acceptable, purchased components may be used to complete craft. Crafts not meeting juried criteria will not be allowed to remain in show. New vendors must submit photos with their application.
- 2) The Apple Harvest Craft Show Committee is not responsible for any loss or damage caused to or by the Exhibitor. The Exhibitor will assume full responsibility for liability insurance for ALL items comprising his or her exhibit, and be willing to produce it on request. Vendors with food or food products are required to provide a current copy of the declarations page from their insurance policy upon request. As well, food vendors are asked to complete the Special Application Form under the Food Safety Section at www.publichealthgreybruce.on.ca
- 3) Should the Exhibitor cancel his agreement to rent after September 1, 2018 the rental payment shall be forfeited.
- 4) The space rented by the Exhibitor shall not be sublet, transferred, or leased but, should he/she be unable to be present at the show, shall allow the space to revert to the show committee to accommodate the next exhibitor on the waiting list.
- 5) The exhibitor will leave his or her booth set up until the end of the Show on Sunday at 5 p.m.
An early tear down will mean exclusion from future shows.
- 6) **The Exhibitor must stay within assigned space and to leave the aisles clear.
The booth size is 8' deep x 10' wide x 8' high, the one table provided per booth is 6' long.**
- 7) Nails cannot be put into the cement floors or the hockey boards or walls. If using hockey boards or walls for display purposes, masking tape only may be used. Damage to the curtain dividers is the responsibility of the Exhibitor.
DO NOT HANG HEAVY OBJECTS FROM THEM
- 8) The sale of draw tickets is strictly prohibited. Do not sell kits or manufactured items, this is a Craft Show and not a Flea Market. No Articles prohibited by law may be sold. Examples are: liquor, tobacco, firearms.
- 9) Ontario sales tax (HST) is the responsibility of the Exhibitor.
- 10) The unloading area at the back of the Arena and the entrance of the Curling Club **MUST REMAIN CLEAR** - Please park at the side of the building or away from the unloading area to allow others to unload their merchandise. The arena's large door will be closed at 10 a.m. sharp!
- 11) Please supply a sign with your name on it for your booth...advertising pays.
- 12) You Must Go To The Show Office In The Arena And Register Prior To Setting Up. At that time you will receive your booth location and exhibitor badges. Please do not ask to change your location - every effort has been made to keep similar exhibitors apart and last minute shuffling of locations not only causes confusion, but on occasion exhibitors with the same products have ended up side by side.
- 13) Booth assignment(s) will be provided to you. Committee members will be on hand to assist you in finding your space on the day of the show. Name badges will be given to you. Your acceptance letter or email is your official receipt and must be presented upon request.
- 14) Vendors and their assistants **MUST WEAR NAME BADGES ALL DAY.** Two name badges are included per booth.
- 15) Each Exhibitor is expected to look after his/her own display at all times.
- 16) **MAKE SURE YOU HAVE ENOUGH INVENTORY!!!!**
If you run out and close your booth early you will not be invited back the following year.
- 17) Your booth number must be left up at all times and be visible to the public.
- 18) Post dated cheques dated after March 1st, 2018 will NOT be accepted.

We trust that these rules and regulations will be observed in an effort to make the Annual Apple Harvest Craft Show a success for both the Exhibitors and the Committee.

**FAILURE TO OBSERVE OR VIOLATION OF THESE RULES COULD LEAD
TO YOUR EXCLUSION FROM FUTURE CRAFT SHOWS.**

Thank you

Apple Harvest Craft Show Committee, P.O. Box 4841, Meaford, Ontario N4L 1X6 (519) 538-1628

**Over night camping at the Arena or Curling Club must be arranged
with building manager and not the Craft Show Committee.**