



Currituck Arts & Crafts Festival

First Weekend (Saturday and Sunday) in December

You are cordially invited to exhibit your Arts and Crafts in this year's festival, hosted by the Coinjock Ruritan, at the Currituck County High School on the **first weekend of December (Saturday and Sunday)**. This is an inside exhibit with booth spaces available.

Booth spaces are (9 x 8) and lease for \$65.00.

Double spaces (18 x 8) are available for \$120.00. **Set up times:**

Friday evening: Time to be announced

Saturday: 6:30 A.M. – 8:30 A.M.

Festival dates and times at the Currituck County High School are as follows:

Saturday: 9:00 A.M. – 5:00 P.M.

Sunday: 10:00 A.M. – 4:00 P.M.

Note: To assist the Coinjock Ruritan with developing a “viable” floor plan, we are requesting a **reply via e-mail if you plan on participating this year.** We also request your booth balance be paid **by the first Friday in NOVEMBER.**

Due to demand, we MUST ask that you send in your application as soon as possible (fill out at show if at all possible). The show is first come, first served. ALL exhibitors will be assigned according to receipt of application.

Please make any special requests in writing on the application.

Please remit application (other side) with your check,
payable to:

Coinjock Ruritan Club

P.O. Box 197

Coinjock, N.C. 27923

******* Prior to the first Friday in November *******

Booth requirements:

Standard 9x8 Space (\$65.00)	\$ _____
Double 18x8 Space (\$120.00)	\$ _____
Electricity (\$10.00)	\$ _____
Table (\$10.00 each)	\$ _____
Total Enclosed	\$ _____

Will you be donating an item to the auction (this is not a requirement)?

_____ Yes _____ No

Name: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____

ZIP: _____

Do you utilize a back-drop or other fixture for display? _____ Yes _____ No
(Needed for our lay-out/set-up process)

Name of person assisting with your booth: _____

Brief description of your work (If you are a new vendor, please include photo/s):

Agreement: I understand that I will abide by the rules of the Currituck County School Board, and Currituck Arts and Crafts Festival. I will not possess any Alcoholic beverages or illegal substances on School property, and I agree **not** to be a party to any action, suit, or claim, loss or injury for any reason whatsoever. **I will not arrive on the school campus before 4PM on the day of set-up (Friday) prior to the event.**

The Currituck County Schools are a Tobacco Free Zone. I have read and understand the attached rules and will abide by them.

Signed: _____ Date: _____

Thank you for helping us support our community,
Rhonda L. Morris, application contact
currituckshow@gmail.com (preferred) or 252-312-4433 (cell)

Rules

Currituck Arts & Crafts Festival

1. No unloading or setting up will take place until Festival Set-up Chairman is satisfied venue is ready for exhibitors. Set-up time on the Friday before the weekend show will be announced as soon as possible. **VENDORS ARE NOT ALLOWED ON THE SCHOOL CAMPUS BEFORE 4PM FOR FRIDAY SETUP.** Saturday's set-up time is from 6:30-8:30AM.
2. While parking for unloading, please do not block doors. After unloading, exhibitors will need to park in the parking lot to the left as you leave the entrance.
3. Out of respect for shoppers and vendors, **please** wait until 4:00PM Sunday to begin take down. **At take-down, please clean up all debris from any arts or crafts you may have been working on during the show. Please do not leave wood, shavings, craft supplies, boxes, etc. behind for others to clean up.**
4. Booth locations will be assigned in accordance with the best interest of the show. Every effort will be made to return those exhibitors who participated in last year's festival to the same location. New exhibitors will be assigned according to receipt of application. Coinjock Ruritan Club reserves sole discretion on location.
5. All exhibits must fit into the space allotted. Please be considerate of your fellow exhibitors so that visibility and access by customers to them is clear. Use of backdrops for exhibiting must be identified on the application.
6. Payment in full is requested, with completed applications, one month prior to the date of the show. Any applications received after this date may result in loss of previous space.
7. Each exhibitor is asked to donate one item for the silent auction. **This is only a request.** At the exhibitors' discretion, all profits will be used to support community projects.
8. **No refunds** will be issued for cancellations received **within two weeks of the show.** Extenuating circumstances will be considered.
9. **No commercial products will be permitted for re-sale. 75% of all products being exhibited, or for sale, must be made by the exhibitor or their organization.**
10. **Tables are limited; please ensure any table requirements are identified in the registration application.**
12. New vendors must submit a photo of their work with application, unless previously contacted by the Chairperson.
13. Sale of T-shirts, hats, sweatshirts, or head apparel of any kind, is prohibited.
14. Currituck County Schools are **Tobacco Free Zones.** Please abide by all posted signs/placards. Alcoholic beverages or illegal substances are not permitted at any time on any school properties.

I have read and fully understand all rules and regulations pertinent to the Currituck Arts & Crafts Festival

PRINTED NAME

SIGNATURE

DATE

PLEASE NOTE: The show may fill up far ahead of the deadline
so PLEASE GET YOUR APPLICATIONS IN AS SOON AS
POSSIBLE.

- ❖ New vendors who didn't make it in this year will be getting applications in this winter, so PLEASE get yours in early to get a space. We love seeing our regular vendors and want to see you all here next year!
- ❖ That said, the show must be **FIRST COME, FIRST SERVE.** Out of fairness to all, we simply cannot make exceptions to that rule.