

ALL SAINTS' EPISCOPAL CHURCH
2021 HOLLY DAYS BAZAAR & ARTS FESTIVAL
Friday, November 19, 2021 9am to 4pm
Saturday, November 20, 2021 9am to 3pm

Thank you for your interest in participating in the Seventeenth Annual All Saints' Episcopal Church Holly Days! We hope you will enjoy the fun and fellowship of this event. We have missed you all and this event last year! Information regarding application procedures, deadlines, space availability, fees, and other guidelines are included herein. PLEASE NOTE, THINGS MAY CHANGE A BIT DEPENDING ON COVID 19 RESTRICTIONS AT THE TIME OF THE EVENT. YOU WILL BE INFORMED ASAP OF ANY CHANGES.

Applications Procedures

The application form is attached as page 4 of this document. To apply for this event, please fill out and submit a completed application and include 3 (only 3, EVERYONE MUST PROVIDE RECENT PHOTOS) digital photos that represent your items to be sold, and email both to hollydaysfestival@gmail.com. If you do not have e-mail capabilities, a hard copy will then be accepted by mail or received at the church office. The All Saints' Episcopal Church location and mailing address is: 40 Pintail Trail, Southern Shores, NC 27949. *The application is incomplete and therefore not accepted without the application form, photos, and fee* as indicated in the "Fees and Spaces" section below. Be sure to have your name and company name accompany electronic photos.

Permissible Art

We invite a diverse array of crafts and art; however, we reserve the right to restrict the number of applicants in similar categories. Items for sale must be handcrafted or hand decorated by the applicant. Commercially mass produced, imported, or franchised items will ***not*** be accepted from exhibitors. You will not be permitted to include any other crafts in your booth other than those listed on your application.

Application Deadline

The deadline for submitting your application including photos and fee is Saturday, September 1, 2021. Applications received after this date may be retained with no promise of acceptance.

Fees and Spaces

All booth spaces will be approximately 100 sq. ft. (e.g., 8'12', 10'x10', etc.) although actual dimensions vary to enable optimization of floor space as done in prior years.

The fee for the two-day event is \$160.00. If you wish to make an additional donation at the end of this fundraising event, it would gladly be appreciated.

All applicants will be subject to a jury process by the committee before approval of your application. The photos of your art must depict what is to be sold should your application be

accepted. Please note: Should your deposit check not accompany your application in the timely manner, it will NOT BE ELEGIBLE FOR CONSIDERATION AS A VENDOR!

For your application to be complete, the fee of \$160 must accompany your application, or be received within **7 days after applying electronically**. Please make your check payable to All Saints' Episcopal Church, indicating "Application Fee for Holly Days" in the memo portion of the check. Either mail or deliver the application fee to All Saints' Episcopal Church, 40 Pintail Trail, Southern Shores, NC 27949.

Once the jury selection process is complete, you will be notified by e-mail that your check has been deposited and your application accepted. If your application is not accepted, your fee will be held should you be selected as an alternative exhibitor because of a cancellation. If not selected, you will be notified via e-mail and your check will be voided and destroyed. Jury selection should be complete on or before October 1, 2021.

Silent Auction: A Silent Auction will be held again this year. All vendors are required to donate a piece of their art for the silent auction. Please include a business card (if you do not have one then a slip of paper with your name and phone number) with your item and a suggested value. It is desired that your donation exceed \$25. Silent Auction items should be delivered to the church office no later than Friday, November 12th. If this is not feasible, please supply a photo of your submission so we can prepare the paperwork ahead of time.

Vendor Booths

All vendor displays must be contained within the dimensions of the space you are assigned. If your booth extends beyond the floor markings, you will be asked to reduce your booth area to conform to the space provided. Your display must not interfere with adjacent exhibits or extend into the aisles in any way. Nothing shall be nailed, stapled, or affixed to the walls, doors, or floors.

There are limited electrical connections available. PLEASE INDICATE ON YOUR APPLICATION IF YOU NEED ONE.

To assist our efforts for optimizing floor space, we will need to know the height of your exhibit booth, if other than table-top (generally, 28 inches above the floor). Please indicate this information on the application form.

Bring your own tables for your booth space. Two chairs will be provided to each exhibitor. All tables must be covered with a suitable cloth which meets the floor in front so that items stored under the tables are not visible.

All Saints' Church – sponsored booths.

Our congregation also participates in this festival. All Saints' booths traditionally include a large bake table selling gourmet, home-baked items; craft and toy tables selling home-made crafts and new or slightly used toys; a "second-hand" jewelry table selling recycled, cleaned jewelry donated by church members; and home-made take-home frozen casseroles. Exhibitors will not be accepted if selling similar items unless they are unique and previously approved.

Set Up and Clean Up PLEASE NOTE THE FESTIVAL OPERATING HOURS THIS YEAR!!

The Bazaar & Arts Festival will open to the public **Friday, November 19th, from 9am until 4pm and Saturday, November 20th, from 9am to 3pm.** Set up for your booth is to be done on Thursday, November 18th from 12:00 noon to 7:00pm. All set up must be complete by 7pm on Thursday, November 18th. If you are unable to comply, you may forfeit your booth and fee. The building will be secured and locked promptly at 7pm. The facility will be open at 8am for exhibitors on the days of the festival.

All exhibitors are required to remain at the show until the closing time specified. Specific hours have been advertised and it would be unfair to patrons to start breakdown of booths or tables before the designated closing time.

Other Information

When you arrive to set up your booth you will receive a “check-in” package. In that package there is a “Vendor Critique” form. We would greatly appreciate each vendor taking the time to fill it out so that we can continue to have a successful event. We would very much like to hear from everyone.

A light lunch (approximate cost - \$8.00 cash) will be available both days from 11:30am to 1:30pm in the Christmas Café and volunteers will be on hand to bring the lunch to your booth each day. Order slips for lunch and the coffee coupons will be in your check-in package. Please note, this may change.

If you have any questions, contact Sandy or Dave Briggman at hollydaysfestival@gmail.com or leave a message with the church secretary at 252-261-6674. Thank you for your interest. We look forward to seeing you at the Holly Days Bazaar and Arts Festival!

The event is subject to Covid 19 restrictions and parts of the event may need to be altered depending on the status of Covid in November. You will be informed immediately of any changes. Also, should the event be cancelled due to Covid, you will receive a refund if the checks are cashed, otherwise the checks will be destroyed. Thank you in advance for your patience and understanding.

ALL SAINT'S EPISCOPAL CHURCH
SEVENTEENTH ANNUAL HOLLY DAYS BAZAAR & ART FESTIVAL

Vendor Contract

Name _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE: Home _____ PHONE: Cell _____

EMAIL _____ FACEBOOK/WEB ADDRESS _____

(NOTE: This will be used as the hyper link to your personal site to All Saints' web page for Holly Days)

DESCRIPTION OF EXHIBIT ITEM(S): Be sure to include *only* 3 photos electronically or to the church office.

DESCRIPTION OF SILENT AUCTION ITEM:

DESCRIPTION OF BOOTH EXHIBIT: (a photo would be appreciated)

Height of your exhibit. _____

Electricity required? _____

Booth Description/ Vendor Name (3 words or less) _____

BOOTH SPACES ARE \$160.00 EACH. Your application is not acceptable until the deposit check is received by the church office - Upon jury acceptance of application, Silent Auction donations need to be delivered as soon as possible but no later than November 15, 2021 or a photo of the actual item emailed to hollydaysfestival@gmail.com by November 15, 2021.

Please initial each of the items below:

_____ ***I understand that All Saints' Church or the managers of the festival are not responsible for lost, stolen, damaged merchandise or other personal property at any time before, during or after this event.***

_____ ***I understand that refunds will not be given to exhibitors who cancel after they are accepted unless a qualified alternate is available to take that space.***

_____ ***I understand that by participating in Holly Days, I grant All Saints' Church and the Holly Days Committee to authorize any video or audio recording or photography to promote the event.***

_____ ***I understand and agree to all of the above requirements and conditions contained in this application information and form.***

SIGNATURE

DATE