



Holiday Arts & Crafts Fair

Saturday, December 3rd 2022
9 AM – 3 PM

EI Community Center Gymnasium
www.emeraldisle-nc.org
(252) 354-6350

ARTS & CRAFTS VENDOR APPLICATION

\$35.00* Fee per 10'X10' Space

Make Checks Payable to:

The Town of Emerald Isle

*\$25 of each fee goes to benefit:

Return this application & check to:
Emerald Isle Parks and Recreation
7500 Emerald Drive
Emerald Isle, NC 28594

The following information must be filled out thoroughly. Please print legibly and be sure to include accurate & up to date phone & email information. **Note that you must read and sign the Vendor Agreement to complete your application.** Upon approval and selection of your application, a space will be assigned and further details will be forwarded to you. You can scan your application, but a space will not be assigned until receipt of your check. Thank you for applying

Arts & Crafts Vendor Information:

Business Name: _____

Owner's/Contact's Name: _____

Email: _____

Phone Number(s): _____

►► APPLICATION CONFIRMATION ◀◀ We will EMAIL YOU A CONFIRMATION with the email address you provided on your application. Please specify EXACTLY what you plan to offer in the space you are applying for. NO COMMERCIAL products may be sold – only handmade or hand-authenticated products.

The site has a very LIMITED number of booths with electricity available. The electrical hookup entails ONE 110Volt, 10amp outlet. This is enough electricity for a small appliance. Please check the following box if you need electricity. No guarantee that electricity will be available; provided on first come, first served basis.



YES, I need electricity!

By signing below, I attest that I understand that the Arts and Crafts Fair is providing a 10'X10' space as designated above, but will in NO WAY be responsible for the set-up, clean-up, and security of my supplies. Furthermore, I attest that I have read the attached Vendor Agreement (on the back) and understand the terms and conditions described therein.

Signature: _____ Date: _____

ARTS & CRAFTS VENDOR AGREEMENT

►►ALL ITEMS ◀◀

**MUST be HANDMADE or
HAND-AUTHENTICATED**

Emerald Isle Parks and Recreation accepts responsibility ONLY for providing the applied for and paid for 10X10 rental space.

Each vendor is responsible for the following:

- Booth set-up and clean-up. Space must be left as it was found: pick up all trash.
- Actual booth display. Craft vendors are those classified as selling items personally made or hand-crafted by the vendors and not commercially produced. Commercial vendors are NOT permitted
- Chairs and/or table for the exhibit.
- Safety of booths and exhibit during the day of the Fair.
- Receiving payment for their items
- Staffing their table for the duration of the fair on Saturday, December 3rd 9am-3pm

Parking: Available in Community Center parking lot, across the street at the Town Administration building and along Emerald Drive.

Each vendor will assume liability for any and all damage done to his/her facility, goods/services, equipment and any injuries to any Arts and Craft Fair participants. Furthermore, vendors shall hold the Arts and Crafts Fair, Emerald Isle Parks and Recreation and its Directors, Staff, etc. blameless of all claims, fees, costs, expenses and damages arising forthwith.

 No aerosol product may be sold. Any vendor found to be selling or possessing these products will be asked to leave immediately with no refund and will be required to pay a \$100 fine before returning to any future Festivals in Emerald Isle. The vendor will be allowed to sell ONLY THOSE ITEMS specified on the VENDOR APPLICATION. Selling any items that are not approved and/or not listed on the application may result in the immediate shutdown of the vendor's booth and forfeiture of the registration fee.

All spaces are registered for Saturday, December 3rd only. I understand the terms and conditions of this agreement and will abide by the stated terms.

Signature: _____ Date: _____

►►SET-UP TIME◀◀: Friday, December 2nd 2022 from 3:00PM - 6:00PM. Absolutely NO "day of" set-up. NO EXCEPTIONS! Doors will open to all at 9:00am on the 3rd

Office Use Only:

Entry form received: by _____ Payment received: _____ Date: _____

Entry will

_____ be accepted and space assignment is # _____.

_____ not be excepted because _____.