

**25th ANNUAL PEOPLE'S CHOICE FESTIVAL of PENNSYLVANIA ARTS & CRAFTS
JULY 13 – 16, 2017**

Application for Artisans

Application Deadline: December 1, 2016

NOTIFICATION LETTERS WILL BE MAILED NO LATER THAN: **JANUARY 31, 2017**
SHOW HOURS: 10:00 – 8:00 THURSDAY – SATURDAY 12:00 – 5:00 SUNDAY

SHOW FEES:

Processing Fee (required of all)	\$ 25 Separate Check
Single Booth 10' x 10'	\$ 425
Booth and a half <u>10' frontage x 15' depth</u>	\$ 600
Double Booth <u>10' frontage x 20' depth</u>	\$ 700
Corner (optional)	\$ 60 Separate Check

Residency: Only Pennsylvania resident Artisans may participate in the People's Choice Festival!

Application form: Fill out the application completely and postmark by **December 1st**. All information and enclosures are required to be considered for the jury process.

CD: Slides and digital photos are no longer accepted. All new applicants must submit a CD with the required three product images and one booth image. *Returning applicants have CD's on file.*

Rules & Regulations: Review the accompanying Rules & Regulations.

Acceptance: We will notify you by January 31st of your acceptance status. IF, after mailing your application, you determine you cannot participate in the show, **you must notify us in writing** before January 15th to receive a refund. We will not issue refunds for any reason after acceptance letters have been postmarked.

Payment: Enclose checks payable to People's Choice Festival as follows:

- One \$25 check dated **January 1st** for processing fee (non-refundable)
- One booth check for the appropriate amount dated January 1st
- One \$60 corner check dated **January 15th** (optional)

*****PLEASE DO NOT SEND EXTRA SLIDES, PICTURES, BUSINESS CARDS OR PROMOTIONAL ITEMS. THE JURY COMMITTEE DOES NOT HAVE TIME TO LOOK OVER THIS INFORMATION AND SORTING THROUGH THIS JUST ADDS TIME TO THE PROCESSING PROCEDURE. THANK YOU.***

**PEOPLE'S CHOICE FESTIVAL
P. O. BOX 407
Pine Grove Mills, PA 16868**

**Direct all questions to: e-mail
peopleschoicestival@gmail.com
Check out our web site at:
www.peopleschoicestival.com**

ARTISAN'S RULES & REGULATIONS

Check-In

- Artisans will check in and set up their booths Wednesday between 9:00 a.m. and 6:30 p.m. We reserve the right to replace accepted Artisans who do not set up Wednesday with standby Artisans.
- You will be escorted to your site by a festival representative. When facing your booth the right leg of the tent is placed on your pin.
- Artisans must use a commercial grade tent, no wider than 10 feet, and white in color. We do not permit dining-type canopies or tarp-covered frames.
- Any tent with a "front overhang" must be in line with adjacent tents. **OVERHANGS ARE FOR SHADE ONLY!! YOU MAY NOT DISPLAY in this space.** As you look into your booth the right hand leg goes on your numbered pin.
- The Festival permits Artisans to park one stock or personal vehicle behind their booth. All other vehicles **MUST BE PARKED** in the Vendor designated parking area, which is on the hill behind the military museum. The Festival will issue one additional free parking pass on an "as needed" basis. Please request this pass at check-in. Display the parking pass prominently on the dashboard of each vehicle at all times. The Festival committee reserves the right to have any vehicle towed at their discretion.

Display

- Artisans must produce and display their own work. Artisans may exhibit work only in one medium per booth, and in the medium listed in the Application. Artisans must have all displayed items priced and available for sale to customers.
- The listed Artisan must be present at the show all four days. Artisans may not appoint others to operate their booth during the entire show, even if the person is a family member.
- Artisans may not exhibit commercially produced merchandise, kits, items assembled from commercially available parts or plans, or merchandise cast from commercial molds. In addition, Artisans may not sell the following items at the festival: loose bunches of dried flowers, potpourri, poured candles, popguns, or any item resembling a weapon.
- The Festival representatives may reject non-complying items from an Artisan's booth.
- Accepted Artisans agree to not participate in any other festival or craft show within a 25-mile radius of the People's Choice Festival during the dates of the show.
- The Festival does not have electrical hookups or water available for Artisans. In addition, the Festival does not permit the use of generators by Artisans.
- **SIGNS.** Attach all signs to your booth. The Festival does not permit freestanding or staked signs anywhere on the Festival grounds.
- For public safety and consideration of your neighbor the following apply: a) all products must be displayed within your purchased space; b) chairs, umbrellas, boxes, etc. must be within your purchased space.
- You are not permitted to camp in your vehicle or booth. Camping arrangements must be made with the Museum. Contact Anne Carras at pmmfriendsbusmgr@gmail.com.

- **BACK DROPS** are required for all booths! We do not want to look thru the booth and see the vehicles and/or stock behind your booth. Please keep your sales area and stock in a neat and orderly fashion. You may only use the space you purchased.
- Each Artisan will leave their site in the same condition as when they first arrived. Place all trash in provided receptacles (dumpsters) before leaving the grounds.
- **Artisans may not have pets on the festival grounds.**
- No OPEN FLAMES permitted.

Parking

- The vehicle behind your booth **MUST** remain parked from 9:30 a.m. – 8:00 p.m. You may not drive off the grounds during show hours. Remember **ONLY** one stock or personal vehicle is permitted behind your booth.
- Your vehicle and staging area must be kept within your additional space. Other vehicles must be parked on the hill behind the Military Museum. Parking permits are available on Wednesday at check-in.

Application

- Only Pennsylvania resident Artisans are eligible to participate in the Festival. The application must list each owner, partner, or shareholder of the business.
- Please read the application carefully. Complete all information. Print clearly. Check box or boxes and send the appropriate checks. Separate checks are required for the application fee, booth fee and corner request. Sign and date the application. **Mail application and fees by the December 1st deadline.**
- **VETERAN STATUS:** Veteran Status is determined by the festival committee. Your status is indicated on the 2016 application in your check-in folder. **“Veteran”** artists must complete and sign the application submit appropriate checks, including the jury fee, and postmark by the **December 1st** deadline to retain their status for the following year.
- An Artisan’s acceptance is for the current year’s Festival only, and is not automatically renewable for any future year’s Festival.
- The acceptance of an Artisan to the Festival is nontransferable. If an Artisan sells his or her business, the new owner must reapply.
- Artisans may not share their booth with any other parties.
- Show fees are non-refundable after **January 15th**. **YOU MUST** notify the committee in writing prior to **January 15th** to receive a refund. There will be absolutely no refunds for any reason after that date.
- As part of the notification process, we will return checks for booth and corner fees to Artisans who are **not accepted.**
- Please request Delivery Confirmation from the postal service if you need delivery confirmation of your application. Please do not call or e-mail Festival representatives asking if your application was received.

25th ANNUAL PEOPLE'S CHOICE FESTIVAL
ARTISAN APPLICATION
July 13 – 16, 2017

ALL INFORMATION MUST be completed!!

DO NOT LEAVE BLANKS!
PLEASE PRINT CLEARLY

COMMITTEE USE ONLY!!!!		
2017 BOOTH # _____		
<input type="checkbox"/> SINGLE	<input type="checkbox"/> DOUBLE	
<input type="checkbox"/> BOOTH/HALF	<input type="checkbox"/> CORNER	

NAME _____

BUSINESS NAME _____

MAILING ADDRESS _____

CITY _____ STATE PA ZIP CODE _____

PHONE () _____ CELL PHONE () _____

SALES TAX #: _____ COUNTY _____

(*REQUIRED – WE WILL NOT CONSIDER APPLICATIONS WITHOUT SALES TAX # AND COUNTY)

E-MAIL _____

WEB SITE _____

NAME(S) FOR NAME BADGES (MAXIMUM OF 2): _____

Size of vehicle, van, truck, trailer you will park behind tent: _____ length in feet, including trailer tongue.)

BOOTH SIZE:

- Processing Fee (separate check) \$ 25
- Single Booth 10' x 10' \$ 425
- Booth & a half – 10' frontage x 15' depth \$ 600
- Double – 10' frontage x 20' depth \$ 700
- Corner Request (separate check) \$ 60

<u>Committee Use ONLY</u>	
Ck # _____	
Ck # _____	
Ck # _____	
Ck # _____	
Ck # _____	

CIRCLE YOUR MEDIUM:

- | | | | | | |
|---------|--------------|-------------|-----------|---------|---------|
| Baskets | Clay | Fiber | Glass | Jewelry | Leather |
| Metal | Polymer Clay | Photography | Two-D Art | Wood | Other |

PRODUCT PRICE RANGE \$ _____ to \$ _____ Average Sale Item \$ _____

ARTISAN APPLICATION (continued)

<u>Description</u>	<u>Approximate Size of Product</u>	<u>Price</u>
#1 _____		
#2 _____		
#3 _____		
#4 A Booth Shot must be included which shows your product(s) AND display.		

CD IMAGES SHOULD SHOW ITEMS REPRESENTING YOUR COMPLETE PRICE RANGE. NOT JUST YOUR "HIGH END" ITEMS! Please LABEL CD with your FIRST / LAST NAMES and MEDIUM.

REMEMBER TO INCLUDE THE FOLLOWING WITH YOUR APPLICATION:

- Application form completed in detail on BOTH sides.
- One CD containing photos of craft and one of booth set-up (**For new applicants**)
- One nonrefundable \$25 check - dated **January 1, 2017** for processing fee.
- One booth check for the appropriate amount dated **January 15, 2017**.
- If applicable, one \$60 check for a corner booth, dated **January 15, 2017**.

Make your checks payable to: PEOPLE'S CHOICE FESTIVAL.

Mail everything postmarked by **December 1, 2016** to: PEOPLE'S CHOICE FESTIVAL
P. O. Box 407
Pine Grove Mills, PA 16868

I/We agree that the People's Choice Festival and the Friends of the Military Museum are NOT RESPONSIBLE for theft, bodily injury, or damage to property and are absolved and released from any legal proceedings for whatsoever reason.

I have read and agree to comply with the attached Rules and Regulations. I also certify that I am a Pennsylvania resident. (All owners, partners, or shareholders in the business must sign.)

Signature(s) _____

Date _____

PEASE MAKE A NOTE THAT SET UP FOR THE PEOPLE'S CHOICE FESTIVAL WILL BE WEDNESDAY, JULY 12, 2017, 9:00 a.m. to 6:30 p.m.

Questions? Send an e-mail to: peopleschoicestival@gmail.com
Check out our web site at: www.peopleschoicestival.com