

CASTLEBERRY

FAIRS & FESTIVALS

2008 Show Rules & Regulations



Artists and Crafters:

Jurying: All Artists & Crafters are invited to Apply. Please Read Carefully.

Arts and Crafts are strictly limited per Category per Show per Booth. Please Apply Early.

Please enclose 3 slides or photo's of your art/craft and 1 of your display.

We can also jury via your website or you can email slides / photos to info@castleberryfairs.com

Exhibitors are permitted to sell their own creations only. No Sales Representatives.

Only top quality, well-made Items may be sold. Only finished Crafts are permitted.

No Buy-Resell Items. No Computer Generated Items. No Imports. No Supplies. No "Seconds" or "Clearance" Items.
When in question, an Exhibitor may be required to submit copies of orders from material suppliers.

Specialty Food Vendors: Specialty Foods are limited per Category, per Show.

Food does not have to be produced by the Exhibitor. All Health Codes Apply.

All Licenses and Food Vendor Permits must be displayed & obtained at your own expense.

Remit with your Application a copy of all-necessary permits and or health certificates.

- All Specialty Food Vendors must provide a Certificate of Liability for \$1 million dollars listing Castleberry Fairs & Festivals as an Additional Insured.

Cancellation Policy: **ALL CANCELLATIONS MUST BE IN WRITING. Show Fees are not refundable.**

We may, at our discretion, transfer Show Fees (less Deposit) to another Show within the same year, provided we are able to fill the booth.

- **If for any reason you are unable to make it to a Show you must call (603) 332-2616.**

If the Show is in progress and no one is available, leave a message.

All Rules & Regulations listed below apply to all Exhibitors:

- Applicants wishing to sell consumable items must provide a Certificate of Liability for \$1 million dollars listing Castleberry Fairs & Festivals as an Additional Insured.

- **Tax Numbers** are your own responsibility. (*No Sales Tax Number required for New Hampshire Events*)

For Massachusetts Events: Contact the Massachusetts Department of Revenue

200 Arlington Street Chelsea, MA 02150 / **Contact Person: Tony George: Phone (617) 887-6109**

- Once accepted you may not add any products to your booth without prior consent.
- All tables must be covered to the floor on exposed sides. Displays must be kept neat and professional.
- White Canopies Only and No Blue Tarps: All Outdoor Booths require your own White Canopy.
- Booth must remain intact until closing. *Early Break-down may result in forfeit of future Shows & Fees.*
- All Outdoor Booths must be securely staked into the ground or weighted down.
- All Booths must be enclosed or covered during closed hours of the Event.
- Smoking is NOT allowed in your Booth or directly outside Public Entrance.
- Set-up: Anyone not registered **90 minutes prior to Show Opening** may lose space without refund.
- We reserve the right to **OPEN any show 30 minutes prior** to Posted Times.
- We reserve the right to remove any offensive or non-juried product.
- **All vehicles must be moved to designated Parking Area after unloading.**
Failure to comply may result in forfeit of future Shows and Fees.
- All orders received at a Show or through castleberryfairs.com, must be filled in a timely manner.
- A Deposit is a commitment to a Show and is NOT REFUNDABLE.
- A \$50.00 Fee will be assessed to any check returned for insufficient funds.
A bounced check may cause forfeit of future shows and fees.
- No attachments allowed to any walls. Please remove trash and leave the area as you found it.
- Remove all empty boxes. At most shows there is a dumpster for your use. Please do so.
- Failure to leave your area clean will result in an assessed Clean up Fee of \$50.00.
- All Shows are held: Rain, Snow or Shine.

• **ABSOLUTELY NO IMPORTS or BUY & RE-SELL ALLOWED** •