

SOUTH ELKHORN FALL FESTIVAL RULES AND REGULATIONS FOR ALL CRAFTERS

OCTOBER 9, 2021 9AM TO 4 PM

Listed below are the Rules, please read carefully. If you have questions, please send an email to seccfallfestival@gmail.com. **PLEASE DO NOT call the church office! You will be re-directed to email.** All applications must be submitted by **JULY 7**, anything received after that goes into the Waitlist queue

ALL Crafters:

- 1) **\$110** 100% Hand Crafted items only OR **\$150** Booths containing any items you did not hand make (this is only available to Legacy vendors > all items must have your handprint on them somewhere and must be not more than 15% of the items in the booth). **No flea market, knock offs, retail, catalog, MLM/direct sales or marketing items** in ANY booth! Wholesale items are strongly discouraged and you must alter items in some fashion to have your handprint on them.
 1. Returning vendors are classed as
 - Legacy: must have participated in 2018 or earlier continuously and may have up to 15% non-handmade items (but those items must have your handprint on them)
 - Returning: started participation in 2019 or later and must have 100% handmade items
 - *Select vendors, by approval only, may be allowed to act as a liason between other makers and the customers (eg these vendors purchase items handmade by 3rd world makers who in turn profit from their handiwork through the merchant); these items must be 100% handmade*
- 2) You must pay online by credit card or ACH. For 2021 only, a payment link will be sent as described below. All vendors will have a 5 day window in which to provide payment, after which their space will be forfeited and offered to the next person on the waitlist.
- 3) No baked goods or candy. Please honor this request; our church sells baked goods and candy for charity.
- 4) No camping overnight on church property.
- 5) All spaces are assigned and no resale or lease of your booth space.
- 6) All legalities and taxes are the crafter's sole responsibility.
- 7) All cancellations must be made by **October 1** and approved by the committee.
- 8) No refunds due to violations or weather, and cancellation refunds are at the discretion of the committee. This is an outdoor event and happens rain or shine.
- 9) 12x12 spaces provided; if you go beyond that space, you may be charged a fee. You provide tents, chairs, table, etc. EVERYTHING in your booth must be inside that 12x12 space. Please honor this rule!
- 10) You are responsible for clean-up of the booth space; please use the DUMPSTERS for all waste. ! Fees will be assessed if your space is not cleaned up following the Festival! Leave it better than you found it.
- 11) The Committee reserves the right to shut down any booth in violation of rules.
- 12) Absolutely no stakes in pavement! Please use cement blocks or jugs to weigh your tents down.
- 13) If a returning/Legacy vendor requests 2 booths, please ensure that this is done in a single entry, multiple entries will be discarded! If you have some non-handmade items, both booths are the \$150 level.
- 14) If you do not participate for two years in a row, you will have to re-submit as a new applicant. ie you can skip 1 year, but must return the following to maintain your status. This does not include 2020.
- 15) Arrivals for Festival setup are limited to 3-9pm Friday and 5:30-8am Sat; NO exceptions and all access will be blocked prior to the listed times
- 16) ***NO outside promotion of the Festival or use of the name is permitted in any format without approval from the committee. Please send an email to seek approval before posting. Posting promotion without approval may lead to removal from the Festival!***
- 17) Vendors who leave or tear down before 4pm, or who have vehicles on the Festival grounds prior to 4:30pm will be removed from future Festivals. No exceptions!
- 18) No indoor bathroom access is available.
- 19) No electric hookup available and no gas-powered or noisy generators allowed. Quiet battery-powered option are allowed.

20) Returning Vendors are automatically placed in their previous Festival location wherever possible, however, there are times this may not be possible and options will be discussed with you.

NEW Crafters:

- 1) Only one space allowed.
- 2) Must have 100% handmade items, and photos must be submitted via email (Please note that no Facebook or website links will be reviewed)
- 3) New crafters queuing order is determined by time stamped receipt of a completed application (ie application and photos submitted to the supplied email address) and/or discretion of the committee.
- 4) If you do not receive a space, you will remain in the queue in the event of cancellations.
- 5) Payment links will be emailed with a booth offer. Payment must be received within 5 days of offer being sent. If payment has not been made the offer will be rescinded and sent to the next registrant in the queue.

June 7 – Applications available on the church website. Before hitting submit, please make sure to review the application. The only communication is through email, so please ensure that all details are correct! Receipt of submitted applications and payment will be taken as consent to the application and agreement to the Rules listed here. Returning applicants receive first priority and are guaranteed a space if they apply within the application window. All new vendor applications are put into a queue, based upon completed application process. After July 7, ALL entries are put into the queue and available spaces in the Festival are filled in order off that queue.

Mid-late August – Invoices sent to all Returning Crafters. Emails will be sent to all NEW CRAFTERS letting you know if your application has been accepted or, if space is not available, you will be put on the waitlist. If on the waitlist, you will be contacted, in waitlist order, in the event of a cancellation. If you decline, your name will be removed from the list and the next person in the queue will be contacted.

Early Sept – Invoices sent to accepted New Vendors

Early Oct – Emails sent to all accepted vendors with booth assignment #, map, and parking information.

Wait List – The wait list consists of new vendor applications, applicants that applied after the dead line, ie all applicants that we did not have room for. In the event of cancellations, we will contact people on the wait list. This could happen at any point, up to and including the week of the event. We will primarily contact you via email but will followup via phone if necessary. As we get closer to Festival, the time interval between the offer and moving on to the next in the queue will decrease, from ~1 week to hours.

Thanks so much and we look forward to seeing you in October! The SECC Fall Festival Committee