Christmas In Our Town 2009

Arts & Crafts Show Rules and Regulations

Christmas In Our Town Committee
P.O. Box 1570
Onalaska, Tx 77360

FESTIVAL HOURS:

Set up:

Friday, December 04th 6:00 - 9:00 p.m. You must check in at the Christmas In Our Town Booth prior to set up.

Saturday, December 05th - 7:00 - 9:30 a.m. You must check in at the Christmas In Our Town Booth prior to set up. If not checked in by 9:30 a.m. Saturday, your booth will be given to a vendor on our waiting list. **Please unload your vehicle quickly, and then move it to allow other exhibitors to unload.** Specific information will come with confirmation. Be prepared to use a dolly to transport your merchandise and display to your space.

Show Hours:

Saturday, December 06th - 10:00 a.m. to 7:00 p.m. **(No early breakdowns)**

ACCEPTABLE ARTS & CRAFTS:

This is a general arts & crafts show. **All items must be family-friendly.** Within a few weeks after you submit your application, you will be notified of the acceptance or denial by mail, or e-mail, if you provide an e-mail address. All work must be consistent with photos submitted; we reserve the right to ask vendors to remove any work not in compliance.

BOOTH FEES:

ALL BOOTH FEES ARE NON-REFUNDABLE. Refunds will be made only if not accepted. Booth space will not be held unless booth fee is paid in full.

10'x10' Arts/Crafts Space - **$35.00, includes electricity. Tents are strongly suggested due to the possibility of inclement weather, with stakes or weights to protect against wind, as the tent will be on cement.**
10'x20' Arts/Crafts Corner Space - **$70.00, includes electricity & water, vendor brings tent. Tents are strongly suggested due to the possibility of inclement weather, with stakes or weights to protect against wind, as the tent will be on cement.**

Electricity – **Everyone will be provided with 110/20amp (4 outlet) at no charge.**
If 220 volt is required we must know how many amps you will need. 220 volts with amps above 50 are not allowed.
No heaters allowed.

Please make checks payable to: **Christmas In Our Town** (mail to address shown above)

PHOTOS:

Please submit 1 photo of your booth. Label the back of the photo with your name and business name. Photos will be retained for our files and will not be returned.

DISPLAY:

Exhibitors are responsible for providing their own tents, tables, signs, cooking utensils, etc. **Floor-length tablecloths are required for tables**. **A first, second, and third prize will be given to vendors whose booths capture the spirit of the "Christmas In Our Town". First place winner receives free booth space at next year's event.**

This is a totally outdoor show.

ADVERTISEMENT:

Each exhibitor and his or her work will be featured on the Christmas In Our Town website and may be used for newspaper advertising, unless you request us not to do so.

BOOTH INFORMATION:

Prior to the festival, each exhibitor will receive by mail an information packet containing booth assignment and map. A **new** layout is planned for this year's festival. If changes are required, we must be notified by the date stated in the packet. No booths will be changed during setup. You will be given a form at the end of the festival and will have the opportunity to request the same booth for 2010 or request a change in booth on that year's application.

SECURITY:

Security will be provided for booths Friday and Saturday nights.

DEADLINE:

Applications must be returned to this office no later than November 15, 2009. Applications received after this date can be subject to a $25.00 late fee.

EXHIBITOR AMENITIES:

Convenient, close-by parking.