



Craft Booth Application
KINGSTON ARTS FESTIVAL

July 29, 30, & August 1, 2010

Application Deadlines

Early Bird - Postmarked by **May 1, 2010**

Others - Postmarked by **July 9, 2010**

Name _____ Email _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Cell _____

Name of Business _____

UBI# _____ Website _____

Craft Description _____

Early Bird: Postmarked by May 1, 2010

Center Booths \$225
End Booths: \$250
Single Booths: \$275

Others: Postmarked by July 9, 2010

Center Booths \$275
End Booths: \$300
Single Booths: \$350

Outside Display capability on select booths - additional \$50 Extra Storage capability on select booths - additional \$50

PLEASE GIVE US YOUR FIRST 3 CHOICES OF LOCATION FROM LAYOUT MAP

1. _____ 2. _____ 3. _____

We will try to do our best to accommodate your requests, but booth selection is made on a first come, first serve basis. We suggest you check our web site at www.kitsapartsandcrafts.com for updates on available booth sites. All applicants must submit 3 photographs of items to be sold and one photo of booth display. If multiple crafters share a booth, all must submit photos of their work. Candles, welding, soldering, or any open flame devices are prohibited. (A lit candle in any type of container is classified by the Fire Department as an open flame.)

Booths may be of any color, and should be designed to withstand all weather conditions. Participants must bring their own booths, furnishings and a fire extinguisher. No electricity will be provided unless pre-arranged. Exhibitors must maintain sufficient quantities of merchandise throughout the weekend.

All items must be handcrafted by the participation artist. Crafts should show creativity and originality, good craftsmanship and design. No imports or commercial items will be accepted in the craft area.

The KA&C Committee will provide security for Thursday, Friday and Saturday evenings, 7pm-7am. Neither Kitsap Arts & Crafts nor the town of Kingston will be held responsible for any loss, damage or theft. KA&C expects craft artisans to carry their own insurance. No dogs or alcohol.

Booth set up: Thursday 7/29 2pm - 6pm
Friday 7/30 7am - 9:30am
Booth Teardown: Sunday 8/1 after 5pm

Show hours: Friday 10am - 6pm
Saturday 10am - 6pm
Sunday 10am - 5pm

All booths must be left up until the close of the show. Do not drive into the booth area or pack up before 5:00 pm on Sunday.

Vendors who do not comply with this request will not be asked back.

Due to vehicle traffic limitations, we will be monitoring the number of vehicles allowed to unload at one time. All vehicles must be unloaded promptly and then moved immediately to allow everyone to unload within the time frames. Do not set up your booth until the vehicle is removed. No cars will be allowed in the booth area after 9:30 am on Friday.

FIRE DEPARTMENT GUIDELINES

We've laid out the booths very carefully in order to be able to include as many as possible. The blank areas on the map are required fire breaks. These areas must not be blocked or used in any way by vendors as required by the Fire Marshal. Tents shall be set up only within numbered areas marked on the ground in paint.

Booth Regulations

- ◆ Candles, welding, soldering or any open flame devices are prohibited. (A lit candle in any type of container is classified by the Fire Department as an open flame.)
- ◆ Any tent that the public can enter must have two ways in and out. There must be a clear path at least **36"** wide through each tent. The path need not go straight across the tent but may go through two adjacent walls. If the public cannot enter the tent, then this rule doesn't apply. After business hours, tents may be completely closed.
- ◆ **"Single"** tents have no other tent adjacent. The tents have the distinct advantage of being able to display items on all four sides within the 10' booth space. They must, however, leave all four canvas sides off or rolled all the way up during business hours. The required path through these tents may be on opposite or adjacent walls.
- ◆ **"End"** tents have only one side in common with another tent. These tents have the advantage of being able to display items on 2-3 sides. The common side may be left down during business hours but the three sides must be removed or rolled up during business hours. The required path through these tents may be on opposite or adjacent walls.
- ◆ **"Center"** tents have common walls with two + other tents. These tents usually have only one side on which to display items. The two sides that abut other tents may have canvas walls down but the front and back walls must be removed or rolled up during business hours and the clear **36"** wide path must go through the tent from front to back. This clear path does not have to be in the center.
- ◆ Awnings are permitted. They are not to extend over 2' beyond the tent.

Extra Storage and Display \$50.00

- ◆ Only designated booth spaces may store or display items outside the 10'x10' assigned tent space.
- ◆ **Storage:** For those booths that have outside storage, reserve supplies shall be kept in closed containers and stored in a neat and compact manner. Stored items may extend no more than 5' outside the tent on the designated side and may not be stacked over **3'** high. This storage must not block the **36"** wide required exit in any way.
- ◆ **Display:** For those booths that have extra outside display space, those displays shall extend no more than **5'** outside the tent on one designated side and may not block any **36"** wide exit in any way.

Other Information

- ◆ **Taxes:** Vendors will conduct their own sales and collect/report tax for each sales as required by the Washington State Department of Revenue. KA&C is not responsible for collecting or paying any taxes for local, state or federal agencies.
- ◆ **Fees:** Include your fee with the application and a self addressed stamped envelope. The selections process will begin on or before April 1, 2010. If you are not accepted, your fee will be returned promptly thereafter.

MAIL APPLICATIONS WITH SASE TO:
Kitsap Arts & Crafts Festival
PO Box 1852
Kingston, WA 98346

INFORMATION:
Yvonne Mouser
360 - 638 - 2866

Kitsap Arts & Crafts (KA&C) committee reserves the right to restrict or remove exhibits without refund, that may have been falsely entered, or deemed by us to be unsuitable or objectionable.

Upon signing this document, the undersigned agrees to the rules specified in this agreement and waives all right and claims against KA&C, its board members, the town of Kingston for any personal loss, injury or damage to any property of the participants during the Arts and Crafts Show Festival. Permission is granted to reproduce images for publicity.

KA&C will not be responsible for loss of sales dues to inclement weather, natural disaster, legal restrictions or ordinances, unlawful acts or any act of God.

I have read the above statement and agree to abide by all rules set forth.

Signature _____ Date _____

Craft Booth Layout—Kola Kola Park



Booths marked "X" are taken

CENTER BOOTHS

2-6,9,12,13,21-23,28-32,36-38,42,44,45,49,50,54-56,61-63,68-70,75-78,85-87,92-94,107-108,112-117,120-124,127,128

END BOOTHS

1,7,8,10,11,14,18,19,24,25,27,33-35,39-41,43,46-48,51-53,57-60,64-67,71-74,77,79,83,84,88,91,95,96,106,108,109,111,118,119,125,126,129

SINGLE BOOTHS

15-17,26,80-82,97-99,110,130

w/Storage available \$50.
1-17,106-129

w/Display available \$50.
15-17,80-82,97-98,110
40,41,58,59,72,79,83,96

