

*North Carolina Fourth of July Festival, Inc.  
4433 Long Beach Road, SE  
Southport, NC 28461  
910.457-5578*

January 2012

Enclosed is an application to the 2012 N.C. 4<sup>th</sup> of July Festival Arts & Crafts Show. **PLEASE KEEP THIS LETTER FOR FUTURE REFERENCE.**

**DATES & TIMES:**

Show Hours: Monday, July 2<sup>nd</sup> 10am - 6pm  
Tuesday, July 3<sup>rd</sup> 10am - 6pm  
Wednesday, July 4<sup>th</sup> 10am- 6pm

**Booths must be ready for business 10 minutes prior to opening each day. Acceptance is a commitment to show during these hours on all three days of the show.**

**PLACE:**

The show is held in Franklin Square Park, East West Street, Southport.

**APPLICATION INFORMATION:**

FEE: \$265 per 10X10 space.  
\$530 per 20X10 space  
\$795 per 30X10 space

**ELECTRIC:** Electrical hook-ups are limited in the number available and the location. They will be available on a first come first serve basis.

Each application must be accompanied by a check or money order in the appropriate amount made payable to "NC 4<sup>th</sup> of July Festival" and forwarded to 4433 Long Beach Road, SE, Southport, NC 28461.

**ELIGIBILITY OF WORK:**

- **ITEMS MUST BE HANDMADE BY ARTIST SHOWING SAME. Exhibitors may be asked to and should be prepared to demonstrate assembly of any item if there is a question as to whether the item is handmade. Except in the Southport Retail Row.**
- To be considered, a clear photo showing the product(s) in each category you are entering must be forwarded with your application and money, even if you have exhibited before. They will be used in selecting artist and eliminating ineligible applicants
- Photos will not be returned.
- No Manufactured, plastic items, balloons, comic books, combustible materials or items that have not been handmade.
- NC 4<sup>th</sup> of July Festival representatives has sole discretion on acceptability of work and reserves the right to remove any items from exhibitor booths.

## **CANCELLATION POLICY:**

If you are accepted and cancel on or before June 18, 2012, 75% of your booth fee will be refunded by mail. **NO REFUNDS WILL BE MADE FOR CANCELLATIONS AFTER JUNE 18, 2012.**

**SOUTHPORT RETAIL ROW:** If you are a retail merchant with a Southport address and would like to purchase a booth in the park you are now eligible. Only retail shops will be considered. No booth sharing. All items in your booth must be sold in your store. No service or professional offices will be considered. All fees and other rules apply. The Festival Committee will designate a specific area in the park for Southport Retail Row. Your booth placement will be pre-assigned. Setup in this area can begin at 12pm on Sunday, July 1<sup>st</sup>.

## **BOOTH SET-UP REGULATIONS:**

**BOOTH SELECTION:** All applications **MUST** be mailed. The Selection Committee will use the postmark on the application to determine the order received and number them accordingly. Once the Selection Committee has accepted the applicant into the show we will use this number to determine booth selection time on Sunday, July 1<sup>st</sup>. The only exception will be double, triple and Southport Retail Row booths, which will be pre-assigned prior to 12pm on Sunday, July 1<sup>st</sup>.

<b>July 1<sup>st</sup></b>	<b>Selection Time</b>	<b>Application Numbers</b>
	<b>12:00pm-12:30pm</b>	<b>1-26</b>
	<b>12:30pm-1:00pm</b>	<b>27-52</b>
	<b>1:00pm- 1:30pm</b>	<b>53-78</b>
	<b>1:30pm- 2:00pm</b>	<b>79-104</b>
	<b>2:00pm- 2:30pm</b>	<b>105-130</b>

The Selection Committee will notify applicants of their booth selection time upon acceptance in the show on April 27, 2012. The applicant will then report to the Selection Committee in Franklin Square Park at their appointed time on July 1<sup>st</sup> to select their booth space. There will be no staking out or sitting in booth spaces prior to your booth selection.

**MOVE-IN HOURS:** Sunday, July 1<sup>st</sup> - Immediately after booth selection until 8pm.

**MOVE-OUT HOURS:** Wednesday, July 4<sup>th</sup> – 6:00pm –midnight. All products and exhibit material must be removed on July 4<sup>th</sup>. **NO DISMANTLING IS ALLOWED BEFORE 6:00PM.**

**USE OF EXHIBIT SPACE:** Exhibit area must be staffed throughout show hours. Booth spaces are 10' by 10'. All crafters must bring their own booths. Exhibitors are expected to keep their exhibit spaces in good order during show hours. Displays must stay within the perimeters of assigned space. All boxes must be stored out of sight.

**TAXES:** You are responsible for and expected to collect North Carolina Sales Tax.

**PARKING:** Exhibitors are required to park all large vehicles and trailers in Taylor Field during show hours. **THERE WILL BE NO OVERNIGHT PARKING AROUND THE PARK.** Exhibitors who wish to park overnight may do so at their own risk at Taylor Field. Taylor Field is two blocks from Franklin Square Park at the end of Nash Street.

**SECURITY:** Management is not responsible but will have security guards on duty from:  
6:00pm – 10:00am Sunday, Monday & Tuesday

**INSURANCE:** The Management has general liability insurance. Insurance does not cover booth contents, visitors within confines of exhibitors leased space, or exhibitor's personnel.

**PETS:** Pets are not allowed in the festival area during show hours.

**VEHICLES IN THE PARK:** To protect the grounds in Franklin Square Park, A City of Southport ordinance prohibits vehicles and trailers from driving into Franklin Square Park. We encourage you to take this into consideration and make the appropriate plans for setup and teardown.

**DAMAGE TO GROUNDS:** Exhibitor will be charged for any grounds damage, or for clean up necessitated by painting, oil, grease, or for excessive debris left in the exhibitor's space.

USE OF IMAGES: Management reserves the right to use photographs and video taken of exhibitor, exhibitor's booth and personnel. These photographs may be used to promote the Festival.

FIRE EXTINGUISHERS: All exhibitors are required to have a fire extinguisher inside their booth at all times.

SMALL APPLIANCES: No air conditioners, refrigerators or other such appliances permitted in the park (unless a food vendor). Small fans are acceptable but must be turned off when the booth is not manned.

**SELECTION COMMITTEE CONSIDERATIONS:**

The Selection Committee considers the date the application is received, the freshness of the product to the area, the quality of the work, as well as the creativity and originality of the work when reviewing the applicants. The NC 4<sup>th</sup> of July Festival is eager to introduce new crafters with unique, quality, work. **It is the Selection Committee's right to deny any participant, even if they have participated in past years.**

**Your signature on the application confirms that you will show and sell only items handcrafted by you, that you will not show or sell kit-made items, manufactured items, items made by others, items bought or consigned for resale, or "flea market items".** If items of this type are offered for sale, the N.C. 4<sup>th</sup> of July Festival Selection Committee reserves the right to ask that you remove them. Failure to do so could result in dismissal from the show. If there is question about your work meeting these standards please contact Nancy Sphar at the Southport-Oak Island Area Chamber of Commerce at 910/457-6964 prior to submitting an application.

If you have any further questions, please feel free to call Arts & Crafts Chair Nancy. We look forward to seeing you at the N.C. 4<sup>th</sup> of July Festival!

**2012 N. C 4<sup>TH</sup> OF JULY FESTIVAL ARTS AND CRAFTS SHOW APPLICATION**

**JULY 2-4, 2012**

PLEASE TYPE OR PRINT. BE SURE TO FILL OUT ENTIRE APPLICATION  
INCLUDING THE RELEASE

FIRST NAME \_\_\_\_\_ LAST NAME: \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

SALES TAX NUMBER \_\_\_\_\_

PRODUCT TYPE \_\_\_\_\_

1. I am a Southport Retail Store and would like to be considered for Southport Retail Row. Please list the items you intend to sell from your store. Continue on separate sheet if needed. You should not display or sell any item(s) other than those listed. After answering skip to # 4.

2. Please list and describe your art(s) or craft(s), the steps in producing your art(s) or craft(s), and what tools/machinery you use. Continue on separate sheet if needed. **You should not display and sell any items other than those listed.**

3. How much of the finished product(s) is/are actually crafted by you?

4. Have you previously participated in this show? Yes \_\_\_\_\_ No \_\_\_\_\_

5. Will you be participating in any other show in Brunswick County prior to this show?  
Yes \_\_\_ No \_\_\_ If yes, which show(s) \_\_\_\_\_

6. Will you need electrical hook-up if available? Yes \_\_\_ No \_\_\_

7. Amount Enclosed: \_\_\_\_\_ 10X10 booth = \$265  
\_\_\_\_\_ 20X10 booth = \$530  
\_\_\_\_\_ 30X10 booth = \$795

**Submit three quality photos – not slides, that properly represent your most recent work and one photo of your display must accompany your application before it can be processed, even if you have participated previously. Please label your photos. These photos will not be returned.**

Application Deadline: March 30, 2012

Acceptance/Refusal Notification: April 27, 2012

Applicant Checks will not be deposited until acceptance notification.

I understand it is the Selection Committee's right to deny any applicant, even if they have participated in the show before. I agree to show or sell only items handcrafted by me or sold in my Southport store. Handcrafted vendors must be prepared to demonstrate assembly of any item if there is a question as to whether the item is handmade. I will not show or sell kit-made, manufactured, items made by others, items bought or consigned for resale, or "flea market" items unless I qualify for Southport Retail Row. I understand that if I do offer these items for sale outside Southport Retail Row, I will be asked to remove them. **FAILURE TO DO SO COULD RESULT IN DISMISSAL FROM THE SHOW.**

I understand that reasonable security will be provided, but I will not hold the N.C. 4<sup>th</sup> of July Festival, City of Southport, Southport-Oak Island Area Chamber of Commerce or their representatives liable for loss, damage or injury. I further agree to indemnify, save harmless, and defend NC 4<sup>th</sup> of July Festival, its successors in interest from and against any and all claims, demands, actions, debts, liabilities, and attorney's fees arising out of, claimed on account of, or in any manner predicated upon loss or damage to the property of and injuries to or death of any and all persons whatsoever, in any manner caused or contributed to by the vendor, its agents, or employees while in, upon, or about the NC 4<sup>th</sup> of July Festival ground where the booth is located, or while going to or departing from the same, and to indemnify and save harmless the NC 4<sup>th</sup> of July Festival, its successors in interest from any liability and that NC 4<sup>th</sup> of July Festival may suffer as the result of acts of negligence, fraud, or misconduct of any vendors' agent or employees on or about the NC 4<sup>th</sup> of July Festival grounds.

I release the NC 4<sup>th</sup> of July Festival from any and all liability for loss or damage to property and merchandise used by the vendor in the operation of the concession due to theft, fire, storm, flood, and damages through any force of nature or otherwise.

I further grant the NC 4<sup>th</sup> of July festival permission to use any photographs, motion pictures, recording, or any other record of my participation in the festival for any legitimate reasons.

**SIGNED** \_\_\_\_\_ **DATE** \_\_\_\_\_

**RETURN TO: N.C. 4<sup>TH</sup> OF JULY FESTIVAL,  
4433 LONG BEACH ROAD, SOUTHPORT, NC 28461**

**APPLICATION DEADLINE: March 30, 2012  
NOTIFICATION OF ACCEPTANCE OR REFUSAL BY April 27, 2012.**