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**Eagle River Area Chamber of
Commerce & Visitors Center
201 N Railroad St.
P.O. Box 1917
Eagle River, WI 54521-1917**

Address Service Requested



**Saturday and Sunday
October 4th & 5th, 2014**

**Arts and Crafts
Show
Information
and
Application**

A Welcoming Invitation
To Exhibit At
Cranberry Fest— Eagle River, WI

Dear Crafters and Artists,

It is our pleasure to extend to you an invitation to participate in Cranberry Fest in Eagle River, WI. Our event was created 35 years ago to celebrate the harvest of Wisconsin's State Fruit—the Cranberry.

We are emphasizing the importance of maintaining our high standards for exhibitors. Cranberry Fest prides itself on being able to showcase crafters and artists who provide **high quality items that are their own works of art.** Please note we require all work to be your own original handcrafted or original art item—**Hand Made Items by the Seller ONLY.** This is a juried show and all work exhibited at the show is expected to be equivalent to the quality depicted in your application photos.

Please leave ALL buy/sell items at home!

Again, we welcome and look forward to your application to the 35th Annual Cranberry Fest.

On behalf of the 35th Annual Cranberry Fest Exhibitors Committee,



Kim Emerson—Events Coordinator

Fees—2 Day Event

- \$275 10' x 10' inside craft tent**
- \$250 10' x 10' inside craft barn**
- \$250 10' x 10' inside fairgrounds exhibit building**
- \$225 10' x 10' outside space/ fairgrounds area**
- \$225 10' x 10' outside space/ park area (north side of fairgrounds)**

\$ 50 Electricity

Electricity will be available in the craft barn, fairgrounds exhibit building, craft tent and a few outside locations along the craft tent. If possible, we will make this service available. If impossible, we will return your \$50 check for electricity.

When requesting a booth(s) and electricity, please send a separate check for your booth(s) request and for your electrical hookup request.

Entry Procedure— In order for your work to be considered for exhibition you must submit the following:

- **The completed and signed enclosed Application Form and Seller's Permit Form (Sides 1 & 2 of the application form)**
- **Your check(s), money order(s) or credit card number, which will be returned if your work is not selected. Note: If you have requested a booth and electricity, please send a separate check for the booth(s) and for the electrical hook-up.**
- **5 color photographs for jurying. One photo must be of the display, one must show you working on your project and 3 of the product you will sell. We will return photos.**

Wisconsin Seller's Permit

All exhibitors are required to have on file their Wisconsin Seller's Permit number with our office in order to participate. You may obtain one by contacting the Wisconsin Dept. of Revenue, Income, Sales Inheritance & Excise Tax Division, PO Box 892, Madison, WI 53708 or call (608) 266-2776.

Note: Effective October 1, 2006, Eagle River has become a Premier Resort community. **Therefore the Premier Resort Tax of 1/2% in addition to the County/State tax of 5 1/2% is in effect.** For more information on this tax contact the Department of Revenue at the above information.

Booth Space Information

- 10' x 10' inside craft tent
- 10' x 10' inside craft barn
- 10' x 10' inside fairgrounds exhibit building
- 10' x 10' outside space / fairgrounds area
- 10' x 10' outside space / park area (north side of fairgrounds)

Booth spaces are non-transferable. Security will be available to cover festival grounds; however, we are not responsible for merchandise left in booths. Booth layout and booth assignments will be determined by the committee and we will honor requests when able.

If requesting a particular booth space, please see enclosed map to determine your requested spot.

Questions

For further information, contact Kim Emerson—Events Coordinator—Eagle River Area Chamber of Commerce at (800) 359-6315.



Cranberry Fest Arts and Crafts Show Information



Event Dates & Times

Event Date: (Rain or Shine)

Saturday, October 4, 2014 9:00am—4:00pm

Sunday, October 5, 2014 9:00am—3:00pm

Event Set Up:

Friday, October 3, 2014 1:00pm—7:00pm

Saturday, October 4, 2014 6:00am—8:00am

- **All vendors must check in at the Headquarters/Information tent** (See map for location). Your booth must be set up by 8:00am on Saturday. **If you set up in the wrong space you will have to tear down and move to your assigned spot.**

Absolutely no driving will be allowed on grass without permission. Every vendor must park in the vendor parking areas. Please be courteous to your fellow vendors when considering where you are parking. **No parking allowed by the craft barn, fairgrounds exhibit building, tennis courts or near the tent. Please do not block access to restrooms.**

Event Clean Up:

Sunday, October 5, 2014 3:00pm

- **Exhibitors MAY NOT tear down or bring vehicles on to festival grounds until after 3:00pm.** Those who do so are endangering visitors and fellow artists and will not be invited back. Please help all of us and follow this procedure.

Important Dates:

Application Deadline: March 1, 2014

Applications will continue to be accepted after March 1st until all booths are full.

Start of Acceptance Notification : March 15, 2014

Rules & Regulations

Please Note: Hand Made Items by the Seller Only - call the Eagle River Chamber at 800-359-6315 for another application if needed.

- Artists must be 18 years or older and
- Each applicant is responsible for their own liability insurance.
- **All work must be your own original art or handcrafted items created and sold by the applicant/seller.**
- All work is expected to be equivalent in quality to that is depicted in the application photos.
- Each applicant must bring with them enough merchandise to sell during the entire event. All booths must be open during the entire show. (Saturday: 9:00am - 4:00pm & Sunday: 9:00am - 3:00pm)
- **Each applicant must have with them at the show a booklet of photographs showing your items being made in progressive steps as you may be asked to show it to the Cranberry Fest Exhibitors Committee Members.**
- Exhibitors can not display any type of marketing sign that detracts from the appeal of the craft show, show a sale, show a closeout, show a year-end sale or other phrases as such.
- The Cranberry Fest Exhibitors Committee reserves the right to accept or reject applicants.

- The Cranberry Fest Exhibitors Committee reserves the right to question all merchandise and has final say. **Should merchandise for sale in your booth be deemed not appropriate, you will be asked to put those items away and are not allowed to sell them at anytime during the show. Should a majority of your items be deemed not appropriate you will be asked to tear down your booth immediately and to leave festival grounds.**
- Exhibitors are responsible for their own merchandise and booth area. Cranberry Fest is not responsible for any damage or theft.
- Exhibitors must clean up and appropriately discard all trash in their area to trash receptacles including cardboard, electrical ties, etc.
- **NO ANIMALS (dogs, cats, etc.)** allowed on the Vilas County Fairgrounds according to the Vilas County Animal Ordinance #19.08. This ordinance will be strongly enforced by the local authorities.
- Exhibitors who do not comply with these rules will be required to remove their work immediately without refund of fees and may be required to tear down and leave festival grounds; and will not be invited back.

Cancellation Policy

Fees must be included with application and are non-refundable after notification of selection unless the space can be reassigned. In this case, there will be a 20% cancellation fee withheld from your refund.

There are NO REFUNDS for cancellation after September 1, 2014.