



27th Annual Juried Craft Festival November 24 and 25, 2017 Information

- Place:** Community College of Rhode Island Knight Campus,
400 East Avenue, Warwick, RI.
- Dates:** Friday, November 24 and Saturday, November 25, 2017.
- Hours:** Friday 10:00 a.m. to 5:00 p.m. and Saturday 9:00 a.m. to 4:00 p.m.
- Setup:** Friday 6:00 a.m. to 9:30 a.m.
- Security:** Overnight security will be provided, but your product is left at your own risk.
- Sales Tax:** Each artisan must have a current Rhode Island sales tax number. See application for additional details.

Rules:

- Every new exhibitor must submit three (3) photographs with their application.
- No exhibitor may dismantle or leave prior to the advertised closing hours or you will not be invited back the following year.
- No exhibitor shall sublet their assigned space.
- **All items for sale must be hand crafted. No repackaging is allowed.**
- Tables can be provided if requested. You must provide table covers.
- Electricity is provided to each space at no extra cost. You need to supply any additional lighting and your own extension cords. **Extra lighting is highly suggested.**
- **Exhibitors must stay within their assigned 10' x 10' space and keep their area clean.**
- You must be able to enter and exit your booth within your assigned space.
- Do not hang anything on the walls.
- Spraying sealants or varnish inside the building is prohibited.
- Setup must be finished 30 minutes before the festival opens.

Fees: (Main Floor)	OSA Member	Non OSA Member
Single Space (10'x10')	\$170.00	\$200.00

Fees: (Back Room)		
6 foot table only	\$ 90.00	\$100.00

- Make checks payable to OCEAN STATE ARTISANS.
- Do not send post dated checks.
- Fees are non-refundable after acceptance.

Deadline: Not later than **July 1, 2017** – Late applications will result in the loss of your existing space and you will be considered a new applicant and be re-juried. Space assignments will be sent out in early November 2017.

Questions or Information: Contact Mary Larson (401) 848-5068 or lmaryl@cox.net



**27th Annual Juried Craft Festival
November 24 and 25, 2017
Application**

Name: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Cell Phone: _____

Email: _____ Web Site: _____

RI Tax Number: _____

Vehicle: _____ Plate: _____ Trailer: _____

Craft/Art Description: _____

Price Range of Art/Craft: _____

Number of Tables Needed: _____ Same space for 2017 if possible: Yes___ No___

Fee Enclosed (see Information page): \$ _____

RI Sales Tax – We are an official event, recognized by the State of Rhode Island and are required to inform the State of our vendors and their Tax ID number. You are required to include your State of RI tax ID number with your application. If you are going to need a “single event” application, please let us know before the event date and we will send you the necessary form. You will need to fill it out and submit it to us with the fee prior to setting up your booth. Artisans with temporary Tax Number must pay the 7% RI sales tax at the end of the show.

Show Release

I (we) the applicant(s) have read the rules and regulations enclosed with this application and agree to abide by said rules. I (we) the applicant(s) so expressly release Ocean State Artisan (OSA) Holiday Craft Festival and Community College of Rhode Island Knight Campus, Warwick, RI of and from all liability for refunds whatsoever for failure to fulfill this contract, being destroyed by fire or other calamity, Act of God, statutes, ordinances or legal authority or any cause beyond its control while participating in the event sponsored by OSA and thereby agree to the enforcement of all requested rules and regulations of the show.

Signature: _____ Date: _____

Please mail this page with the appropriate fee (and three (3) photographs for new applicants) to:

Ocean State Artisans Holiday Festival
c/o Mary Larson, 11 Carroll Avenue, Newport, RI 02840