

PLOYE FESTIVAL CRAFTS & VENDOR FAIR

LION'S PAVILION IN RIVERSIDE PARK, FORT KENT

FRIDAY, AUG. 10, 2018 12NOON-7:30PM

Details:

- ◆ 40 Spaces available on a first come/first served basis
 - ➔ Cost is \$25 per space - spaces are roughly 5' x 8'
 - ➔ You must provide your own table, chairs, shelving and any backdrop
- ◆ Vendors/Crafters are strongly encouraged to stay the whole time, rain or shine.
- ◆ Rules & Regulations are listed on page 2, please keep for your reference.
- ◆ Make payment check payable to: **Greater Fort Kent Area Chamber of Commerce** or **GFKACC**
- ◆ **Application deadline:** July 27, 2018 (must include payment and two photos or a link to your website to view samples of your product). You will be contacted by Aug. 1 to confirm your space. Mail completed application, payment and photos to:

Greater Fort Kent Area Chamber of Commerce, PO Box 430, Fort Kent ME 04743
(or drop off at the Chamber Office at 291 West Main Street, Fort Kent)

Contact Name: _____

Business Name (if applicable): _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Photos included? _____ Yes _____ No

If No – please provide website address to view photos:

Do you need an electrical outlet? _____ Yes _____ No

Crafts to be displayed: _____

Signature: _____ Date: _____

Office Use Only
Cash:
Check:
Credit:
Date
Rcvd:

PLOYE FESTIVAL ARTS & CRAFTS FAIR

RULES & REGULATIONS

(Updated June 7, 2017)

1) Prior to the Craft Fair:

- a. All items being sold or given away must be included on the application under “*Crafts to be displayed:*” and/or approved by the Chamber. *Used items are prohibited.*
- b. Jury: All merchandise is subject to a jury of committee members who may decline items according to the rules/regulations, as well as, to insure a variety of high quality products.
- c. Due to limited space, only one (1) vendor application per company (Avon, Lula Roe, etc.) will be approved to display their wares and will be determined on a first-come/first-served basis. All others will be put on a waiting list pending space availability at the time of the event.
- d. Fees: *All payments must be received by July 27, 2018* at 3pm (EST).
- e. Refunds: Fees for spaces at this fair are non-refundable unless the office is notified in writing 30 days prior to the event. Case-by-case emergencies will be brought up for consideration by the Ploye Festival Planning Committee.
- f. Subletting: No exhibitor is allowed to sublet space or act as agents or dealers for other exhibitors. Co-applicants must both be listed on the application.

2) At the Craft Fair:

- a. The Chamber staff will arrive by 9am on Friday. Please be ready by 12noon on Friday.
- b. Registration: Please confirm your registration at the Chamber Booth upon arrival and departure on Friday.
- c. Forfeiture: Any vendor not checked in by 11:30am on Friday will be considered a no-show and give up the right to occupy their assigned space and the space may be re-assigned. Any exceptions must be pre-approved.
- d. Authorized space: Please avoid using the space in front of your table. Aisles need to be kept clear at all times.
- e. Cameras: Cameras and pictures are not allowed in the Craft Fair area for your protection.
- f. Clean-up: You must dispose of all trash and items at the close of the fair in appropriate trash receptacles.
- g. You are required to follow all State of Maine laws regarding reporting income.
- h. Liability Release: The Greater Fort Kent Area Chamber of Commerce and the Town of Fort Kent will not be responsible for any injuries, loss or damage that may occur to the exhibitors, their employees or property from cause whatsoever. The exhibitor, upon signing the contract, expressly releases the above mentioned from any and all claims for such loss, damage or injury.

3) Other:

- a. Grievances/Violations: Any grievances pertaining to the Ploye Festival Craft Fair must be submitted in writing to the Ploye Festival Planning Committee or its designee. Written grievances will be reviewed by the committee and appropriate action will be taken at the appropriate time.
- b. These rules and regulations are subject to change. If you have any questions, please contact the Chamber Office at (207) 834-5354 or fortkentchamber@gmail.com.