

Svensk Hyllningsfest Arts & Crafts Booth Application

The dates for the 2011 Svensk Hyllningsfest are October 7-8, 2011

The following are the specifications required for your participation in the show. You should retain a copy of this information for your reference as the dates of the festival draw nearer.

VENDOR INFORMATION

I. Requirements for Eligibility

- A. Arts and Craft booth items are restricted to hand made arts and crafts only.
- B. No *flea market, garage sale, mass produced, or resale* items allowed.
- C. The Committee reserves the right to remove any item from sale that is deemed inappropriate or which fails to meet our criteria.
- D. All applicants must submit 2-3 photographs of the work they plan to bring to the event. Each photograph must have return address information on the back. Send a #10 self-addressed, stamped business envelope for return of photographs. The Committee will return photos after vendor selections have been agreed upon.
- E. Acceptance will be based on quality of design and creative use of materials as well as excellence in craftsmanship.
- F. Misrepresentation of any merchandise will be grounds for removal from future events.
- G. The Arts & Crafts Committee reserves the right to exclude non-compliant vendors from future events.
- H. Artists and Craftspersons are required to participate both (2) days of the festival unless previous arrangements are made with the coordinators.

II. Booth and Vendor Information

- A. The booths are located in the downtown area in large tents with side curtains. There are two booth sizes available for you to choose from.
- B. Small – 6.5' X 8' Large – 6.5' X 16' The booths have wire dividers on steel frames.
- C. Electrical hook-up for extra lights. Limited number available.
- D. We do not provide tables and chairs.
- E. You may start setting up at 12:00 p.m. on Thursday afternoon.
- F. Night security will be provided Thursday, Friday & Saturday, however you should plan to secure your booth throughout the festival. We cannot guarantee the security of your items and we assume no liability for safekeeping. Vendors assume all risks for accidents and losses to themselves and exhibits. We encourage vendors to carry liability insurance.
- G. Assigned booth spaces are not transferable and may not be shared.

III. Fee Information

- A. Rates for the 2011 festival are as follows:
 - i. **Small Booth - \$110.00 Large Booth - \$220.00**
 - ii. There are a limited number of large booths available.
 - iii. **Electrical hook-up for extra lighting - \$10.00** Limited number available.
 - iv. If you request an electrical hook-up but it is no longer available, we will refund that fee.
- B. Your paid reservation is required by September 1, 2011. You will receive notice about your acceptance within 2 weeks of the committee receiving your application. Booth space is limited, so you are encouraged to complete and return the request promptly. If you are not selected, your check will be returned.
- C. The Svensk Hyllningsfest does not charge a percentage of your sales.
- D. There will be no refunds for cancellations less than 30 days prior to the event.

IV. Questions

A. If you have questions, please go to the Svensk Hyllningsfest web site at www.svenskhyllningsfest.org and click on our email connection or write us at:

Svensk Hyllningsfest
Arts & Crafts Committee
Post Office Box 323
Lindsborg, Kansas 67456

Please make your check or money order payable to Svensk Hyllningsfest Arts & Crafts and send it to the above address.

**ARTS & CRAFTS BOOTH REQUEST
SVENSK HYLLNINGSFEST
OCTOBER 7-8, 2011**

Booth Rental Fees Are:

Single Booth (6.5' X 8.0')\$110.00
Double Booth (6.5' X 16.0').....\$220.00
Electrical hook-up for extra lighting.....\$ 10.00

- ? I would like to apply for a Single Booth.
- ? I would like to apply for a Double Booth. (Limited number available)
- ? Electrical hook-up for extra lights. (Limited number available)
- ? I would like to be considered a demonstrating artist.
- ? I am unable to participate this year. Please keep my name on file.

My art / craft is _____

Note: We request two to three (2-3) photos representing the work you intend to display and sell. If you have one, we would also like to have a picture of your whole display setup. Artists and craft persons are required to participate all three (3) days of the festival unless previous arrangements are made with the coordinators.

TENTS WILL BE OPEN DURING THE FOLLOWING TIME PERIODS:

Friday, October 7, 2011 – 9:00 a.m. until 5:00 p.m.

Saturday, October 8, 2011 – 8:00 a.m. until 8:00 p.m.

Size of booth may vary somewhat due to tent size and arrangement within the tents. You will be notified of your booth assignment, at latest, in September of 2011. Assigned booth spaces are not transferable and may not be shared.

Name _____

Address _____ State & Zip Code _____

Phone (day) _____ (evenings) _____

E-mail address _____ Web site _____

Complete and return this form with check or money order payable to SVENSK HYLLNINGSFEST ARTS AND CRAFTS to:

**SVENSK HYLLNINGSFEST
ARTS & CRAFTS COMMITTEE
POST OFFICE BOX 323
LINDSBORG, KANSAS 67456**

Applications will be accepted through Sept. 1, 2011. You will be notified within 2 weeks if your request has been accepted.

Liability Claim: All persons having a booth must sign. (Required to reserve booth)

- I agree to hold harmless (not responsible) the Svensk Hyllningsfest Committee for accidents or for lost or stolen goods or property.
- I have read and also agree to abide by all rules set forth by the Svensk Hyllningsfest Committee.

Signature of Booth Vendor