

Fair Grove Heritage Reunion

Craft or Edibles Booth

Guidelines and Regulations

The Fair Grove Heritage Reunion is a traditional festival where legitimate crafts people can display and sell their crafts. In order to preserve this tradition, The Heritage Reunion is a juried show with the following guidelines for all craft vendors.

GENERAL BOOTH GUIDELINES:

1. Booth rental fees are for each 12' wide x 10' deep booth space. Booth fees are non-refundable except for unusual circumstances. **Fees will not be refunded after August 1st.**
2. Application fees include a charge for a mandatory City of Fair Grove Temporary Crafter license. This license will be issued by the Reunion Staff for the city. Your Crafter's License will be in your packet when you check in. **Display this license in plain view in your booth during the Festival.**
3. All tent stakes, tables, and props shall be kept inside the 12' x 10' booth space. Walkways must be kept clear for foot traffic.
4. **A single crafter parking permit** is included in the cost of **each application**. Due to limited parking space, extra parking permits will cost \$10.
5. Electricity, 20 amp. service, is available for a limited number of booths. Electricity will be approved on first-come, first-served bases. Please send a **SEPARATE CHECK** for electricity in case the fee has to be refunded.
6. You will receive by mail or email either a confirmation of your acceptance as a vendor, or a rejection of your application for quicker response send in an **Self Addressed Stamped Envelope**.
7. Vendors may not begin removing their displays on Sunday evening until 4:00 pm and instructed to do so by Reunion Staff.

CRAFT BOOTH REQUIREMENTS:

1. **Handmade Crafts Only:** All products must be handcrafted and indigenous to the Ozarks. All work should be by hand or with the use of necessary tools.
2. **ABSOLUTELY NO OFF-THE-SHELF, RESALE OR MANUFACTURED ITEMS** may be sold at the Heritage Reunion. At no time during the show may commercial kits or supplies be displayed or sold.
3. **COMMERCIAL, RETAIL, INFORMATIONAL, DIRECT SALES OR POLITICAL BOOTHS** are specifically prohibited.
4. **Photographers and Authors:** Photographers cannot take orders and all of their photography must be available for sale. Authors must sell their own books and the author must be present, and they cannot sell anybody else's books but their own.
5. **Description on booth space and crafts:** Describe the type of crafts in detail on the application form.
6. **Photographs** Include 1 photo of your booth setup, it can be a photo from this years show or another event and 3 photographs of items to be sold, please submit them with your application. The photographs will be used to determine the acceptability of proposed craft for this festival; therefore items must be clearly visible and recognizable in the photographs Photographs will not be returned. The photographs elps to not locate the same type of vendor right next to a returning vendor. and give us the opportunity to promote your new items in all of our outlets.
7. Craft vendors must provide their own display, tables, chairs and tents. Straw bales for exhibitors are available at a nominal cost.

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8. Items that could fire a projectile must be approved by the Society.
9. All craft vendors will be **JUDGED AND SECRETLY SHOPPED** during the festival weekend. The Jury committee will be appointed by the Heritage Reunion staff, and any decision of the jury is final.
10. Booth rental fee is not refundable in the event that vendor or vendor's merchandise is excluded or rejected from this festival after the festival has begun.

APPLICATION PROCEDURES:

Any vendor seeking a booth must submit the attached application together with all of the following:

- a. Check or money order for each booth requested and fee for extra parking space.
- b. Separate check for electricity if desired.
- c. Photographs of work.
- d. Self addressed stamped envelope.

FOOD BOOTH REQUIREMENTS (EDIBLES AND CONCESSIONS):

At this time we are not excepting new food vendors (concessions only), but fill out the application and include a complete menu list, and don't send in a check in case something opens up, we will contact you.

1. List your menu on the application form.
2. The number of food booths is limited by the Heritage Reunion Staff. First priority is given to local Fair Grove non-profit organizations. Second priority will be returning vendors that sign up within 30 days after the end of previous year's Reunion.
3. The Heritage Reunion only guarantees 110 electric.
4. Food vendors must abide by Greene County Health Department regulations. Those rules & forms are available by calling 417-864-1658 weekdays. All paperwork and fees must be received by the Health department no later than September 10, 2018. The Health Department will inspect all food booths.

MISCELLANEOUS GUIDELINES:

1. **CHECK-IN STARTS AT 12 NOON ON FRIDAY.** No craft vehicles and/or trailers are allowed in the crafter parking area before 12 noon Friday.
2. Set-up time on Friday is from 12 noon until 8:00 p.m. and on Saturday morning from 6:00 a.m. until 8:00 a.m. **Booths on the square (#27 thru #38) cannot begin setting-up until after 5:00 p.m. friday.**
3. All vendors must check in by 6:30 a.m. on Saturday, the next vendor on the standby list will be assigned the empty space.
4. The Heritage Reunion steering committee prefers that you demonstrate your craft in your booth if possible. Such demonstrations generate crowd enthusiasm.
5. The Heritage Reunion is a family event. The sale and/or recreational use of alcoholic beverages are specifically prohibited.
6. **All vehicles must be out of the festival grounds by 7:45 a.m. on Saturday and Sunday.** Vehicles will not be allowed back into the festival area until the booths close at 6:00 p.m. on Saturday and 4:00 p.m. on Sunday.
7. **MAIN STREET IS A ONE-WAY STREET UP THE HILL (NORTH TO SOUTH) DURING THE FESTIVAL**

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fghps.org
417-759-2807