Please carefully read this document. Your signature on the application authorizes your understanding of the contents.

Exhibitors agree to comply with any reasonable request made by the Festival Coordinator, including conduct or displays.

Our festival is a juried selection process for admission.

**APPLICATION/PAYMENT**

All fields on the application must be completed (including insurance information) by returning and new artisans.

* New exhibitors must submit additional documents (indicated on the application form)
* All applicants require submitting the fee for the confirmed site, with the application.
* Artisans participating in the 2020 festival have until Nov 15th 2019 to retain their site selection for the 2020 Festival.

**PRODUCT**

All goods must be hand crafted in Canada, using a hand controlled process.

* Ready- made components are acceptable ONLY if their importance is secondary to the skill and design contributed by the artisan and where their use is clearly appropriate to the nature of the design of work.
* Articles made from molds are acceptable ONLY where the mold is the design and product of the artist/craft person or where the mold is subordinate to the maker’s creativity.
* Items made from kits, or that are factory, commercial or mass produced are NOT ACCEPTED.
* Culinary artists assure that their product line is prepared/packaged according to the public health standards of their jurisdiction.

Product description must be included on the application.

* Artisans cannot sell items that were not included in their accepted application. Exhibitors who display work that differs from their accepted application will be asked to remove the work. Non – compliance will result in removal from the festival and ineligibility for future festivals.
* The application form does provide an area for returning vendors to insert additional items
* New applicants must display their craft by submitting images of the items via post, email attachments and/or web site.
* Returning artisans do not need to resubmit images, unless new items have been added since the latest application and/or requested by the festival coordinator.

**INSURANCE**

All exhibitors must provide proof of liability insurance for the current dates of the festival for an amount of 2 million dollars.

* The three options for insurance are outlined in the document “Exhibitors Information” and in the application

**CANCELLATION AND REFUND POLICY**

* Full refund up to and including December 31st, 2019.
* Full refund minus $30.00 from January 1st - February 15th, 2020
* Full refund minus $60.00 from February 16th - April 1st, 2020.
* No refund after April 1st, 2020

This festival is a two day event and **all artisans are expected to registe**r and be present for the duration of the festival. There is no refund due to poor weather conditions unless the festival is cancelled.

Weather forecasts are not an acceptable reason to be absent from the festival. Packing up and leaving before the Sunday closing time is not acceptable unless the festival coordinator has authorized the early departure.

Weather conditions may be an acceptable reason to delay setting up or being absent for one or both days of the festival if there is a threat of damage to a specific product line. In all cases the festival coordinator must be notified in person, or by email baysvilleartsandcraftsfestival@gmail.com each day of absence or delay in attending. The festival coordinator will determine the validity of the absence or delay in attending. If any absence is determined not to be justified then the artisan will be ineligible for future festivals.

Overnight security is provided by volunteers and Station 40 Fire Department.

**CONCERNS AND OR COMPLAINTS**

* Complaints and/or concerns during the festival must be directed to the festival Coordinators or volunteers.
* Post-festival, the artisan may place in the designated space on the application form “Comments / Suggestions / Requests”

**FESTIVAL REGISTRATION**

All participants are required to register during the registration festival times, before setting up their booth.

**QUESTIONS**

baysvilleartsandcraftsfestival@gmail.com