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CFSHP
*Central Florida Society
for Historical Preservation*

**REVIEW COMMITTEE REQUEST, March 19 & 20, 2011
2011 CFSHP SPRING FLING**

Name: _____
(First) (Last)

Mailing Address: _____
(Street Address Only) - or

(P.O. Box Only)

(City) (State) (Zip Code)

Phone: () ()
(Home / Office) (Fax)

Email: _____

Category: _____
(Example: Antiques, Crafts, Foliage, Produce, Other)

Briefly describe the items you intend to display: _____

Along with this form and a *stamped self addressed envelope*, you must submit three (3) photos of your work and one (1) of your exhibit booth. All photos must represent items you would show in our event, if accepted. On the back of each photo, write your name and telephone number. If you are accepted into our show, an event application will be mailed to you. **DO NOT SEND MONEY WITH THIS REQUEST.**

Judges Scores: #1: __, #2: __, #3: __ Overall: _____

DO NOT SEND MONEY NOW

If accepted you will receive another form in the mail.

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Central Florida Society for Historical Preservation
P.O. Box 520500
Longwood, FL 32752-0500
407-331-7354

Dear Vendor,

Thank you for your interest in the CFSHP's Spring Fling. The March 19-20, 2011, event will be our inaugural event. We hope to duplicate the success of our fall arts and crafts festival, while updating and broadening the event focus. Each booth space is 10'-0" X 10'-0", for which we charge \$150.00, tax included. Our spring fling will be situated along the tree lined streets of Longwood's Historic District. All booth spaces are located outdoors, with some on asphalt, some on grass, some on brick and some on a combination of surfaces. Our policy is to continue, rain or shine, so we strongly recommend that all participants have a tent in case of inclement weather.

We are diligent in regulating that each participant is featuring only items vetted by our jury selection committee. We do not allow our crafters to sell commercially manufactured product. Vendor selection is made after weighing a variety of factors, including, but not limited to the uniqueness of the product, how many other vendors of this nature are already accepted, as well as how long they have been on the waiting list. We do not allow musical artists; there is no playing of instruments or pre-recorded music permitted. Except for our authorized food and beverage vendors, we do not permit the sale of food products from the antique, craft, foliage, produce or corporate booths.

Should you be interested in getting in our spring fling, or on the waiting list, please complete the enclosed form, and submit with a ***stamped self addressed envelope*** and photos (**all photos are non-returnable**) of your products, including at least one photo of your full display area. We also require at least one close-up of the main focus item you intend to feature in our event, should you be accepted. Please put your name and telephone number on the backs of all photographs. If you actively perform your craft during the festival, please indicate this on the form.

Cordially,

Donna Bundy
Festival Coordinator

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2011 SPRING FLING POLICIES

1. Antique dealers, crafters, produce dealers and foliage dealers are given the opportunity to sell their own wares. Crafters may only sell their own handcrafted items. Absolutely **NO IMPORTS, COMMERCIALLY MANUFACTURED GOODS, FLEA MARKET GOODS or FOOD ITEMS** are to be sold from craft booths.
2. Only crafters displaying their own work may participate. Only antique dealers, produce dealers and foliage dealers selling their own wares may participate. **The C.F.S.H.P. reserves the right to deny any applicant whose work may be deemed inappropriate.**
3. Booths must be set up by 8:30 AM each day and down no earlier than 5:00 PM Saturday and 4:00 PM Sunday. For safety reasons, GENERATORS are NOT PERMITTED. No parked or moving vehicles will be allowed in the exhibit area during the show hours. Show hours are Saturday, 9:00 AM – 5:00 PM and Sunday, 9:00 AM – 4:00 PM.
4. Exhibitors are responsible for setting up, and securing their wares in the evening. **The CFSHP assumes no responsibility for goods left in the exhibit area overnight.**
5. Booths must be freestanding and not built into or onto a vehicle and must fit into assigned space of 10'-0" X 10'-0", unless you have paid for additional spaces.
6. Live musical performances are prohibited. Playing of amplified or recorded sounds or music is prohibited except through earphones.
7. Each exhibitor is responsible for collecting Florida State sales tax on all sales made during the Festival. The Seminole County Tax rate is **7%**. **Note:** The Florida Department of Revenue requires that we keep a copy of your current sales tax certificate on file. Please submit a copy of your current tax certificate with your application.
8. Exhibitors must conduct themselves professionally, treating other exhibitors and the public with respect and courtesy. The CFSHP reserves the right to ask any exhibitor to leave if the Spring Fling policies have been broken. The CFSHP reserves the right to make any booth changes they deem necessary.
9. **Failure to occupy your booth both days of the Spring Fling will result in refusal of exhibitor(s) subsequent return.**
10. Every exhibitor *in good standing* will have the opportunity of *a* booth location the next year providing the application is received by the deadline listed on the application; we do not guarantee specific booth numbers or locations.
11. All partners sharing a booth **must** have their **names and signatures** on the application.
12. No awards or ribbons won in any previous event, show or festival may be displayed in or on a booth.
13. The exhibitor's name and signature must be on the application; signature subject to verification.
14. No refunds of application/booth fees shall be made should it become necessary to cancel the Spring Fling due to circumstances beyond our control after January 1, 2011.
15. **All requests for refunds shall be in writing and shall be postmarked no later than January 1, 2011.**
 - A. If you are unable to be in the Spring Fling **after the January 1st deadline, you will not receive a refund.**
 - B. If you are a "NO SHOW" at the Spring Fling, you will lose your privilege to return the next year if we do not receive written notice, accompanied by a physician's statement, as to the cause for your absence either day of the event. Such notice shall be postmarked no later than three days after the close of the event.
16. **It is the exhibitor's responsibility to notify the CFSHP, in writing of any change of address.**