

LONGWOOD ARTS AND CRAFTS FESTIVAL
Sponsored by
THE CENTRAL FLORIDA SOCIETY FOR HISTORICAL PRESERVATION
P.O. BOX 520500, LONGWOOD, FL 32752-0500

2009 ARTS and CRAFTS FESTIVAL POLICIES

1. Artists and crafters are given the opportunity to sell art or craft items that are *handcrafted by the applicant*. Absolutely **NO IMPORTS, NO COMMERCIALY MANUFACTURED GOODS, NO FLEA MARKET GOODS AND NO FOOD ITEMS** are to be sold from art or craft booths.
2. Only artists and crafters displaying their own work 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, NO PARKED OR MOVING VEHICLES WILL BE ALLOWED IN THE EXHIBIT AREA DURING 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 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.
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. Artists/Crafters must conduct themselves professionally, treating other artists, crafters and the public with respect and courtesy. The CFSHP reserves the right to ask any artist or crafter to leave the festival if the rules 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 festival will result in refusal of exhibitor(s) subsequent return.**
10. Every vendor *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.
11. All partners sharing a booth **must** have their **names and signatures** on the application.
12. No awards or ribbons won in any previous show or festival can be displayed in or on a booth.
13. The artist's/crafter's name and signature must be on the application to qualify/collect awards; signature subject to verification.
14. No refunds of application/booth fees shall be made should it become necessary to cancel the festival due to circumstances beyond our control after August 1, 2009.
15. **All requests for refunds shall be in writing and shall be postmarked no later than August 1, 2009.**
 - A. If you are unable to be in the Festival **after the August 1st deadline, you will not receive a refund.**
 - B. If you are a "NO SHOW" at the festival, 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 festival. Such notice shall be postmarked no later than three days after the close of the festival.
16. **It is the exhibitor's responsibility to notify the CFSHP, in writing of any change of address.**

"Always the weekend before Thanksgiving"