



**www.BftWaterFestival.com**  
**ART & CRAFT MARKET APPLICATION**  
**July 13 - 22, 2018**

1. The application must be completed in full and signed. Your signature indicates that you have read the rules and that you agree to abide by them. **Please READ thoroughly and sign at the bottom of each page as changes have been made.**
2. Your fee for booth space should **not** accompany this application. Payment will be required after acceptance to the Beaufort Water Festival Craft Market.
3. An accepted application is a commitment to show and **NO REFUND** will be made for cancellations after the show application deadline. **NO EXCEPTIONS.**
4. Application Deadline: **June 8, 2018.**

Name \_\_\_\_\_ Business Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Website \_\_\_\_\_ Sale Price Range: \$ \_\_\_\_\_ to \$ \_\_\_\_\_

SPECIFIC DESCRIPTION of Art or Craft Work \_\_\_\_\_

Have you participated in BWF Art/Craft Market in the past five (5) years? Yes \_\_\_\_ No \_\_\_\_

**RENTAL OPTIONS:**

Full 10 Days s (July 13-22) Number of Spaces \_\_\_\_\_ at \$350.00 = \$ \_\_\_\_\_

1<sup>st</sup> Weekend (July 13-15) Number of Spaces \_\_\_\_\_ at \$190.00 = \$ \_\_\_\_\_

2<sup>nd</sup> Weekend (July 20-22) Number of Spaces \_\_\_\_\_ at \$190.00 = \$ \_\_\_\_\_

**Weekend Choices**

**If the weekend you choose is full, would you like the other weekend? Yes \_\_\_\_ No \_\_\_\_**

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The undersigned will abide by all the rules, policies, and procedures as set forth by the Beaufort Water Festival Committee. The undersigned agrees that she/he will be responsible for any loss or damage to his/her equipment/goods or for any personal injury during the course of the Beaufort Water Festival and releases the Beaufort Water Festival Committee, Festival Volunteers, the City of Beaufort and the property owners of said buildings from any claim whatsoever there from. It is further agreed that the undersigned will hold harmless and release the Beaufort Water Festival Committee from any civil liability hereunder regardless of the nature, cause, or extent thereof. **You exhibit at your own risk.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

## FESTIVAL INFORMATION AND GUIDELINES:

1. Photographs (**no slides or emails of pictures**) are required with your initial application each year. Photographs must be a clear and accurate representation of the size, style and quality of work to be exhibited with a description on the back or accompanying attachment. Photographs will not be returned. Exhibitors **must** submit the following photographs:
  - a. **Photograph(s) of Raw Materials (This is a must)**
  - b. **Photograph(s) of work in progress (50% completed work)**
  - c. **Photograph(s) representative of completed work(s)**
  - d. **Photograph of the front of the booth display**
2. The Beaufort Water Festival Jury will have the sole decision on acceptability of work(s) and compliance. Acceptance is based on several factors, which include, but are not limited to, originality and quality of work(s). The Beaufort Water Festival reserves the right to limit the number of exhibitors in any one category to maintain a quality selection for the festival. Most decisions on acceptance/denial will begin **as applications are received**.
3. There will be entertainment each night until 11 pm or midnight. Venders may stay open until entertainment is finished.
4. Unloading and loading of vehicles will be limited. **You will not be able to park your vehicle and/or trailer near the craft market area.** Only one exhibitor vehicle unloading/ loading pass will be provided. Unloading/loading information will be given in acceptance letter. **The Beaufort Water Festival will tow any vehicle it deems in violation of the unloading/loading/parking policy.**
5. Booth **space is approximately 10' x 10' (White Tent Preferred)**. Extending your space is prohibited. If you need more room, you must rent another space. **NO STAKES ARE ALLOWED TO BE USED TO SECURE YOUR TENT**, displays or to display your work.
6. This is an outdoor event. Please come prepared for **all weather situations.** **It can become windy on the Waterfront Park - tents should be weighed down and properly secured with sandbags or weights. Weights are needed for all four corners of tents. NO REFUNDS** will be given due to the weather conditions. **The Beaufort Water Festival is not responsible for any damage to vender equipment, product, etc., that may be caused from undesirable weather conditions.** Small and box fans are permitted. Make sure you bring ample extension cords.
7. **Artists must provide tent, tables and entire display.** Please present a professional appearance when setting up your booth. Tables must be skirted to the ground preferably with a cloth tablecloth, and storage boxes kept out of sight. No Sale or Discount signs are permitted.
8. Please be present at all times during exhibit hours. Only one vendor is allowed per rented space. Relocating your booth is strictly prohibited.
9. All items displayed for sale must be original work. *Work **must** be done by exhibitor and not by employees or staff.* This means no mass production crafts, cottage industry, kits or handcrafted imports will be accepted. All clothing must be individually submitted for approval, including items embellished, altered or decorated. If **you** did not make it, please do not bring it. This is an arts & crafts show – no Buy/Sell items allowed. **Exhibitors must make all items and be present at the show. No representatives or agents allowed. Quality is required. Weapons and/or sexually explicit items are prohibited.**
10. Exhibitors may only sell work that is represented in the submitted photographs. Anyone who displays work not described on the application or represented in the photographs will be asked to remove this work.
11. All Crafts are confined to your assigned booth. No soliciting is allowed in the park, streets or parking lots.
12. The Beaufort Water Festival Jurors and staff will check booths periodically throughout the festival for compliance with admission requirements as set forth in this application. If determined that you are not in compliance, you will be first warned and then asked to leave if you do not make corrections. Your entry fee will not be refunded.

Signature \_\_\_\_\_ Date \_\_\_\_\_

13. Participants must have their booths open for business during operation of show hours. Please ensure you have enough products to sell for the week or weekend, whichever pertains. Many people travel long distances to visit these exhibits, thus it is important we provide the service they are seeking. Failure to have your booth open for exhibit during assigned days and times will be cause for dismissal from the show and future shows. If some unforeseen event may occur, preventing you from keeping your booth open on assigned days, you must contact the Craft Market Director. Any problems that may arise will be handled on a case-by-case basis.
14. There will be a \$35.00 surcharge added to any checks returned for insufficient funds and possible rejection from the festival; this fee (along with face value of check) must be received two weeks prior to festival opening and must be in the form of Cash, Money Order or Official Bank Check. Failure to do so in a timely manner will result in exhibitor being rejected from this and all future festivals.
15. Each vendor is responsible for collecting and reporting South Carolina Sales Tax. For more information, contact the SC Department of Revenue, Post Office Box 4288, Beaufort, SC 29901.
16. All rules and procedures must be adhered to. Non-compliance with any admission requirement will be cause for banishment from future Water Festivals. Please conduct your business in a professional manner.
17. The release of balloons is not allowed pursuant to Code of Ordinances of the City of Beaufort, South Carolina, Part 3, Chapter 2, Section 3-2001.

**SHOW HOURS:**

Fri July 13, 12 – 7Pm	Mon – Fri (July 16 – 20) 10am – 7pm
Sat July 14, 9 - 7pm	Sat July 21, 9am – 7pm
Sun July 15, 9 – 5pm	Sun July 22, 9am – 3pm

**SETUP TIMES:**

Full 10 Days	Setup Fri July 13, 8 – 12 pm	Breakdown Sun July 22, 3 pm
1 <sup>st</sup> Weekend (July 13-15)	Setup Fri July 13, 8 -12 pm	Breakdown Sun July 15, 5 pm
2 <sup>nd</sup> Weekend (July 20-22)	Setup Fri July 20, 8-12 pm	Breakdown Sun July 22, 3 pm

**CHECKLIST:**

- Completed and signed application/contract **on all 3 pages**
- Photographs of your raw materials, your works in progress, your final product and your 10X10 display
- Please include the Business-sized, Self-Addressed, Stamped Envelope required for return of notification  
No Envelope = No Notification
- Complete Application Packet must be mailed to:  
**Beaufort Water Festival, Attn: Craft Market, Post Office Box 52, Beaufort, SC 29901-0052**

**Further questions or for additional information, please visit our website at [www.BftWaterFestival.com](http://www.BftWaterFestival.com)**

I HAVE READ THE BEAUFORT WATER FESTIVAL RULES, POLICIES & PROCEDURES 1-17 AND AGREE TO ABIDE BY THEM IN TOTAL.

Signature \_\_\_\_\_ Date \_\_\_\_\_