

LOGISTICS

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WELCOME

The 63rd Annual Haliburton Art & Craft Festival is a juried outdoor show and sale presented by Rails End Gallery & Arts Centre, a non-profit public gallery located in Haliburton's landmark railway station.

Thank you for joining us this year! Our crew of Volunteers look forward to welcoming a remarkable and inspired group of artists. We hope you have a very successful weekend and get to connect with lots of new and returning customers! Forgot something? Visit www.railsendgallery.com/downloads for copies of Bulletins, Canva templates with instructions, Logo assets etc.

Location Head Lake Park, 23 York Street, Haliburton, Ontario, K0M 1S0

PUBLIC DATES Fri July 24 12 – 5 Sat July 25 10 – 5 Sun July 26 10 – 4:00

Projected attendance 5000

WEEKEND PASS \$5 (tap/cash), under 15 yrs free – good for unlimited re-entry all weekend with card. This encourages visitors to come and go, visit village shops, walk the boardwalk, go for a swim, walk their dogs or patronize local restaurants.

Festival proceeds are in support of Rails End Gallery's year round community programming. We are a registered Canadian Charity.

Number of exhibitors: 100

Key Contacts:

Laurie Jones cell 705-854-0993 Rails End Gallery office 705-457-2330 (Susanne or Laurie)

Exhibitor Entry Schedule and Take Down

ARRIVAL

You must check in upon arrival at Rails End Gallery and Arts Centre 23 York St (landmark rail station next to Head Lake Park). You will get a package containing booth location, nametags and a local map.

The town Welcome Centre is in the Parking Lot; you cannot pull through in front of it to drive into the park. Please be patient. If there is a lineup you can drop someone off to register you while you wait in the large parking lot South of the Welcome Centre.

Watch for our Volunteers who will be there to help you.

Vehicle access to Head Lake Park grounds is permitted during the following times:

Thursday, July 23 - 12 noon until 7 pm so there is plenty of time to get organized if you come Thursday.

Friday, July 24 after 8 am until 10:30 am this is a short time, so come prepared if you arrive Friday.

NO ENTRY from half an hour before Festival starts daily. **NO EXIT** during Festival hours. **NO EXCUSES.** Please plan your day accordingly.

IMPORTANT NOTES:

After registering, locate your spot visually and plan your path into the area. Follow directional signage on pathways.

If you are dropping off your tent and goods using a vehicle please drive slowly with extreme care. **DO NOT USE STAKES** (by Municipal Order). Last year Township staff reported we were not enforcing this rule. **HELP US OBEY THE BY-LAW**

A dolly is a good idea if you choose to park and walk your goods in or out from your car. (we have a few loaner dollies or bring your own) Exhibitor parking is at the North end of the park. A Volunteer will guide you there.

****All vehicles must be parked on grounds or removed at least one half hour before the Festival opens each day. Due to the wet weather lately the surface of the park is soft in several areas. We have adjusted booth placement accordingly.

Festival opens to public at NOON on FRIDAY.

Early bird shopping is strongly discouraged. Rails End Volunteer organizers work hard to present a quality show for both the public and the vendors. Your cooperation is appreciated.

Your Booth must be ready when show opens on Friday at noon. Booths must remain open during advertised hours.

Customers may not drive into the park to pick up items. They may ask for a dolly from our gallery staff (inside the gallery).

TAKE DOWN AND DEPARTURE

The Festival ends at 4 pm Sunday July 26. Your booth must remain open until closing time. Please use extreme caution when packing up, loading and exiting the grounds. A little patience goes a long way. Thank you.

Parking

There is Vendor parking on the Festival grounds. If you need use of your vehicle during Festival hours you may not park on the grounds.

All vehicles must be parked on grounds or removed at least one half hour before the Festival opens each day. Vendors with motorhomes/camper, trucks and heavy utility trailers park will be assigned parking.

Thank you for helping protect our park from vehicle damage, especially if we get heavy rain.

Exhibitors' Code of Conduct

- o maintain an attractive booth with appropriate signage
- o show professional conduct and respect fellow Exhibitors
- o read all materials provided to you by the Organizer
- o follow festival rules and township regulations
- o display work closely in keeping with that shown in your application



NOTE: Single use waterbottles are not allowed in Halburton.

Water bottle refill stations are located at the Welcome Centre and in front of Rails End Gallery.

Your Booth

When you arrive our Volunteers will give you a registration package containing: booth spot, your nametags, Bulletin #3, village maps and a County Road Map. Other Volunteers will help locate your assigned spot and parking.

Each single spot is 100 square feet, 10 ft. wide x 10 ft. deep. There is a set-back allowance made for a shade awning extending up to 30". **It must be securely attached to your canopy and not interfere with customers or neighbouring spots. Please contain your main product display inside your 10 x 10 ft area. Do not block the pathways by overhanging items or objects on the ground. This is a safety issue.

Booth Parking is restricted

There is absolutely no parking behind your booth UNLESS you requested in your application.

In that case, you will be located in a zone with others who asked for behind booth parking. NO EXCEPTIONS.

Canopies and Weights ALL participants must provide a canopy covering their booth that is suitable for outdoor use. Sides are optional. The use of ground stakes or pegs is NOT ALLOWED. Every canopy must be securely weighted at all four corners throughout the Festival, including overnight. A minimum of at least 35 lb (**15 kg**) **per leg** is required; **50 lb per leg** is strongly recommended. Festival staff reserve the right to require additional weights or to request modifications if a booth is considered unsafe.



When driving, keep to paved paths where possible. If you must go on the grass be aware there is an underground irrigation system in the park. Avoid marked water lines and sprinkler heads. Locations are estimates only. If you damage anything you will be charged for repair.

Security

There is overnight security Thursday, Friday and Saturday.

Children and Pets

Pets must be kept on a leash and quiet during the Festival. Pick up after your pet.

Children must be always accompanied by a caregiver. The park is surrounded by two roads, a river and a lake. Please be vigilant. There is no childcare on the site.

Banking, WIFI, washrooms, food and shopping

www.haliburtonholidays.ca lists local accommodations, restaurants and attractions.

FREE WIFI is available in the Head Lake Park courtesy of the Municipality. Rails End Gallery does not have any control over this service. Every effort has been made to provide adequate coverage in the park, however, you are wise to have a plan in place in case the WIFI is not strong or secure enough for your needs. If you need to recharge a device please speak to Gallery Staff. WIFI sign in: Head Lake Park WIFI

Water: The water bottle refill stations are located at the Welcome Centre and next to Rails End Gallery. Bring your own water bottles – we are trying to make this event single use plastic free event.

Banking: CIBC Highland and Maple St, BMO Highland St. in front of Foodland, TD Bank Machine Highland just north of Maple St across from LCBO.

Hardware: Home Hardware, Cty Rd. 21 (5 min drive), Canadian Tire, Minden (25 min)

LBCO: corner of Highland and Maple St (3 min walk from park)

Groceries: Foodland, Highland St (2 min walk), Todd's Independent (3 min drive)

What's On

From July 15 through September 5 Rails End Gallery presents FUSION: Ontario Clay and Glass Inaugural Henry Goodman Exhibition by Emerging Artists” in our exhibition gallery. Try to visit! It's air conditioned, with a washroom and friendly staff and volunteers.

Rules for overnight camping

NO open fires – Fire Department will be notified and you will be escorted from the park immediately, forfeit all booth fees and charged for damages. A charcoal or wood fire = an open fire. Propane stoves are allowed.

NOISE must be kept to a minimum. Please respect your fellow artists and be quiet after 10 pm so everyone can get rested for the next day. Please remain in the main part of the park with your tent for safety and security. For

NEW – Camping and RV areas are designated in 2026. For your safety - All overnight campers must register license plate number, number of adults, children and type of shelter.

Overnight security will patrol the park and is based at the Gallery.

Emergency information

First Aid

First Aid kit is located inside Rails End Gallery and Arts Centre and at Security (overnight Thursday, Friday and Saturday)

In case of emergency call 911 Our location is Head Lake Park, Haliburton Village in front of Rails End Gallery 23 York Street, Haliburton Village K0M 1S0

AT ANY TIME: If you call 911 for any reason notify the Festival organizers immediately at 705-854-0993 mobile or 705-457-2330 office. Please keep calling until you get an answer. Thank you.

Weather Safety Protocol

The safety of our artists, volunteers and visitors is our highest priority.

The Haliburton Art & Craft Festival takes place outdoors, and weather conditions can change quickly. Festival organizers actively monitor Environment Canada forecasts and maintain contact with local emergency services throughout the weekend.

If weather conditions require a temporary suspension of activities, an early closure or cancellation, exhibitors will be notified **in person** by Festival staff and, where practical, by email.

High Winds, Severe Thunderstorms or Lightning

If severe weather develops:

- Remain calm and follow directions from Festival staff.
- Secure loose items within your booth if it is safe to do so.
- Do **not** begin dismantling your booth until instructed. Premature vehicle movement or dismantling while visitors remain in the park creates additional hazards.
- When directed, seek shelter in Rails End Gallery, your vehicle or another substantial building. Avoid standing beneath trees.
- Festival staff will advise when it is safe to return.

Extreme Heat

During periods of high temperatures we encourage exhibitors to:

- Stay well hydrated.
- Take regular breaks in shaded or air-conditioned areas when possible.
- Watch for signs of heat exhaustion in yourself and those around you.
- Notify Festival staff immediately if medical assistance is required.

Festival Communication

During significant weather events, updates may also be available on **100.9 Canoe FM** and through Festival staff. Thank you for helping us maintain a safe and enjoyable Festival for everyone.

Thank you for reading this information.

Have a great Festival!

From Laurie Jones, Executive Director and Curator

mobile phone 705 854 0993 or office 705 457 2330

Info@railsendgallery.com