

## 2021 Spring & Autumn Arts & Crafts Festivals Vendor Terms & Conditions

**Hickory Nut Gorge Outreach**, (the local charitable organization that provides food and other needed assistance to folks and families in the “Gorge” area) is hosting its 2021 Spring & Autumn Arts and Crafts Festivals in beautiful downtown Lake Lure NC across from the beach surrounded by the scenic Blue Ridge Mountains. These festivals started over 30 years ago and have become major, signature community events that showcase the cultural heritage of “mountain art and fine craft making.” Listed on page 2 of the Vendor Application, you’ll find information on booth size and fees along with the required input fields. We hope you’ll join us as a vendor for these wonderful events!

**General Release and Acceptance of Vendor Terms and Conditions:** I/We agree to abide by these *Terms and Conditions*. The Festival may use vendors’ photos for publicity purposes only, and will not return any photos submitted unless requested. Permission is granted to the Festival Committee to use my/our name, business name, contact information, images taken of me/us or my/our items for any and all purposes unless expressly restricted by checking the statement below.

**Responsibility and Liability:** The vendor agrees to hold harmless Hickory Nut Gorge Outreach and its volunteers and the Town of Lake Lure and its employees, elected officials and volunteers from any damage or loss to vendor’s property or any personal injury she/he or helpers may sustain during the Festival. Hickory Nut Gorge Outreach reserves the right to cancel the Festival due to acts of God, weather, or unforeseen events out of its control, in which case, Hickory Nut Gorge Outreach will not be liable for refunds or other liabilities. Vendors should purchase their own insurance policies to cover their personal property, personal liability and artwork or food. *At the present time, Lake Lure Arts & Crafts Festivals does not require proof of insurance. However, should that change in the future, we will advise vendors.*

**Vendor Products For Sale:** No food or drink may be sold by arts and crafts vendors; no arts and crafts items may be sold by food vendors. No Flea Market items may be sold. Work exhibited must be consistent with that shown in submitted images. Work may incorporate some commercially produced parts, but the work’s design and execution must be primarily the product of the exhibiting artist’s skill. No imports or manufactured items will be accepted. Items with reproductions of the exhibitor’s artwork on them (art tiles, mugs, etc.) must be listed specifically on the entry form and submitted with additional photos for consideration. Plants and foliage are welcome. Items the Festival Committee considers illegal or immoral will not be allowed.

### **RV Parking Overnight & Sleeping In Cars**

Town of Lake Lure ordinances **prohibit overnight RV parking as well as overnight sleeping in cars on any Town of Lake Lure property.** The festival site is located on town property. The Town of Lake Lure Police will enforce these ordinances.

### **Reserve accommodations early.**

**Tent Weights/Anchors:** For their safety and the safety of other festival vendors and visitors... vendors **must** provide and use appropriate equipment to secure their booth canopy/tent against high winds. **Lake Lure Fire Code requires a minimum of 25lb. weights for each tent leg for a total of 100lbs. per tent for booths located on both paved surfaces and lawn surfaces. Anchor stakes should also be used for booths located on lawn surfaces.**

**Application Submission & Review:** Each year, applications will be updated and posted to the [lakelureartsandcraftsfestivals.com](http://lakelureartsandcraftsfestivals.com) website, by the end of January. In order to more efficiently manage vendor registration, some changes are being introduced.

**Early application registration deadline will be March 15<sup>th</sup>** in order to receive discounted booth fees. Booth rentals will be assigned on a first come first served basis.

In order to be considered, all vendors must complete and submit an application with appropriate funds to cover the booth rental fees and electric, if applicable, for the festivals they are planning to attend via U.S. Mail. New vendors must also send in pictures of their hand crafted products for review. Festival Committee will review all applications submitted and determine accepted vendors meeting requirements of an artisan. Vendors will receive a communication within 7-10 business days indicating if accepted or declined. Funds will be returned to any vendor who has been declined. Vendor booth fees are non-refundable or transferrable for accepted food vendors/artisans.

**Vendor Attendance During Festivals:** Vendors that have been accepted will be in attendance for the duration of the festivals. Vendors should not pack up and leave festivals early. Doing so may jeopardize being invited back to future festivals. The only exception to this is due to acts of God, weather, or unforeseen events out of its control that jeopardizes the safety of vendors and patrons in attendance. Vendors will be advised of decisions made regarding these events.

**Weather:** Festival takes place rain or shine.

**Severe Weather:** In the event of severe weather forecasted, event planners will advise vendors of suspension or closure of festival on specific festival day.

**Insufficient Vendor Funds:** If vendor funds are deposited and our bank notifies us of insufficient funds and associated fee(s), vendors will be responsible for reimbursing Hickory Nut Gorge

Outreach for appropriate fees. Vendors will need to send in guaranteed funds (money order) to be considered for acceptance into festival.

**Check In:** Festival Coordinators will be on site for vendor check in from 5pm to dark on Friday, and on Saturday from 7am until 9:30am. **Vendor set up on Friday prior to 5pm is prohibited. (Local merchants are still open for business.)** The event opens on Saturday at 10:00am. All vendors must be checked in, set up and operational by then. Vendors are encouraged to arrive, check-in and set up on Friday after 5pm to avoid last minute “chaos” on Saturday morning, prior to the event opening.

**Move In/Set Up:** Festival volunteers will be on site and available to guide and provide limited assistance to artisan-vendors to help set up their booths from 5pm to dark on Friday and from 7am to 10am on Saturday. To avoid unnecessary congestion, vendors are urged to drop off (unload) booth assembly materials, tools, supplies, exhibit-sale items, etc. as quickly as possible during move in. Also please do not park or leave your vehicle unattended blocking other booth spaces and/or blocking the driveways. Please move and park your vehicle and/or trailer outside the Festival site immediately after unloading. Do not leave your vehicle and/or trailer parked within the Festival site while setting up your booth.

**Breakdown/Move Out:** Festival volunteers will be on site to guide vendor traffic on Monday (Spring) or Sunday (Autumn) when the festival is over(after 4pm). To avoid unnecessary congestion, vendors are urged to breakdown booth materials, tools, supplies, exhibit-sale items, etc. prior to moving their vehicles into festival site to load. Packing should occur as quickly as possible during move out. Also please do not park or leave your vehicle unattended blocking other vendor vehicles/booth spaces and/or blocking the driveways. Please move and park your vehicle and/or trailer outside the Festival site immediately after loading. Do not leave your vehicle and/or trailer parked within the Festival site while breaking down your booth.

**Applications For Following Year:** Applications for next year’s festivals will be available to vendors for early application.

**Trash: All Food Vendors and Artisans must dispose of their trash in the dumpster behind the Arcade Commerce Building.** This dumpster is rented specifically for vendors during the festivals. No trash is to be left behind at booth sites nor is trash is to be dumped in small trash cans placed throughout the festival grounds. The trash cans placed around the festival grounds are for patrons only. If trash must be cleaned up by festival staff on behalf of Food Vendors/ Artisans, a clean-up fee may be imposed.

**Food Vendors:** All Food Vendors who will be preparing food at the Festivals must apply as a Temporary Food Establishment by completing and submitting a “Temporary Food Event Vendor

Application (FH4001-002)” through the Foothills Health District (Rutherford & McDowell Counties). The application must be completed and submitted no later than Monday, May 4, 2021 for the Spring Festival and no later than Monday, September 28, 2021 for the Autumn Festival.

Foothills Health District | 221 Callahan Koon Road, Spindale, NC 28160; (828) 287-6100

The Lake Lure Arts & Crafts Festivals will provide a list of attending Food Vendors to the Foothills Health District in advance of the festival. The Foothills Health District performs a site visit on the first morning of the festival.

**Vendor Parking:** A vendor only parking area has been designated in the Town of Lake Lure’s DPW Equipment Lot behind the Arcade Commerce Building. Signage will be provided to identify this vendor parking area and we’ll do our best to keep the public from parking in this area. During Festival operating hours, please park only in this area and do not park in public parking areas (unless space is not available in the vendor only area). This will help accommodate more festival visitors to purchase your arts and crafts.

**Restricted Parking:** Do not park in the parking lot spaces directly behind the Arcade Commerce Building. These spaces are for tenants only. Signage will be provided. Violators may be towed at their own expense.

Do not park in the parking lot spaces adjacent to the Arcade Commerce Building(right side of building). These spaces are for El Lago restaurant. Signage will be provided. Violators may be towed at their own expense.

**Restrooms:** Vendor-only restrooms are provided on the 2<sup>nd</sup> floor of the Arcade Commerce Building. They are accessible through a rear door of the building that will be identified with signage. Use the stairs or elevator to access the 2<sup>nd</sup> floor and the restrooms are located nearby the stairs and elevator. Public restrooms will be located across Memorial Highway at the Beach Pavilion. Port-o-Lets will also be provided at the back right corner of the Arcade Commerce Building nearby the Festival site for public use.

**Wi-Fi Internet Access:** Wi-Fi internet access will be available to vendors throughout the festival grounds. The Arcade Commerce Building has a “secure” (password accessible) Wi-Fi network that extends throughout the Festival area. The Arcade Wi-Fi network name is ACC. The password is lakelureacc(lower case). Please visit the Hickory Nut Gorge Outreach Booth if you are having difficulty connecting to the Wi-Fi password. Your neighbor vendor(s) may be able to share the password with your cell phones/tablets directly. **Please do not share** the security password with anyone who is not a vendor, as this could cause a serious problem with the speed of the system if too many users are on-line.

**Traffic Control:** The Lake Lure Police Department will be responsible for traffic control during the hours of operation for the festivals.

**Security:** The Lake Lure Police Department will provide regular patrolling and monitoring of the Festival during operating hours and will periodically patrol the site after hours (overnight). However, vendors are solely responsible for protecting the security of their own booth space items at all times and should take appropriate actions to secure them overnight as needed.

**Alcoholic Beverages:** No alcoholic beverages can be sold, served or consumed at the Lake Lure Arts & Crafts Festivals. Violators will be asked to leave the festival and will not be able to participate in any future festivals. No refunds of booth fees will occur if you are asked to leave the festival early.

**Pets:** This festival is a pet friendly event. Vendors and visitors may bring pets to the event. However, we have had numerous issues arise in the past involving pets. Owners of pets who are disruptive by loud barking, aggressive behavior, urinating/defecating within the Festival area, etc. will be required to remove their pets from the Festival area. Pets should be maintained on a leash. This policy applies to vendors and visitors alike. Please be sure to adhere to this pet policy.

**ATM Machines:** There are three ATM machines located at or nearby the Festival site. The closest one is located along the driveway next to the Arcade Commerce Building where the Carolina Trust Bank branch is located. The second ATM is in the gift shop at the Lake Lure Inn. The third ATM is located at the municipal parking lot of the Town Marina, located along Memorial Highway going towards Chimney Rock. This area is connected to the beach area across Memorial Highway from the Festival site by a boardwalk. This is a beautiful walkway.

**GPS Address:** 119 Arcade Street, Lake Lure

**Volunteer Assistance:** Our volunteers regularly circulate throughout the Festival site during the event to check on vendors and provide assistance as necessary. Vendors can also seek assistance during the event at the Hickory Nut Gorge Outreach Information Booth located near the Entertainment Corner.

**Contact Us:** If you have any questions, we can be reached via email at [lakelureartsandcraftsfestivals@gmail.com](mailto:lakelureartsandcraftsfestivals@gmail.com) or by phone at 828-625-4683. Please discontinue use of our old email addresses [festivals.info@lakelureartsandcraftsfestivals.com](mailto:festivals.info@lakelureartsandcraftsfestivals.com) and [hngoutreach@gmail.com](mailto:hngoutreach@gmail.com).

**Privacy/Confidentiality:** Lake Lure Arts & Crafts Festivals & Hickory Nut Gorge Outreach will never sell or distribute mailing lists.