

NAPLES GRAPE FESTIVAL - 2012

Vendor Application

September 29 and 30, 2012

Rules and Regulations

The Naples Grape Festival will be held on Saturday and Sunday, September 29 and 30, from 10:00 a.m. to 5:00 p.m.

Requirements For Artwork

1. All work must be designed and executed by the accepted artist. No imported or buy/sell goods will be eligible to be exhibited. Stuffed animals or dolls must be handmade, not decorated, commercially made products. Work made from kits of any kind is unacceptable. Your work may incorporate such commercially produced parts as jewelry findings, beads, hinges or clasps only if the design and execution are primarily your own. No art supplies, commercial displays, or plastic flowers. Floral exhibits may consist of no more than 25% silk.

Space Specifications

2. Exhibitors and food vendors will display in the front and back of the Naples Memorial Town Hall and across the street in the driveway of the Naples Central School. Fees per exhibit space are for the two-day event. (See application)

Jurying

3. All new and returning artist/craftspeople must be juried each year. **No Photos! Slides or .jpg files via naplesgrapefest@yahoo.com, or jpg. images burned to a CD are acceptable.** Place number on upper left-hand corner of slide corresponding to the description on application. Slides should be of high quality and an accurate representation of work to be exhibited, plus a view of your booth. Include average price of product. Slides or CDs will be returned with confirmation or rejection notice in the self-addressed, stamped envelope you submit with your application. There is a **\$20.00 nonrefundable jury fee** to be mailed with your application and booth fee. The jury will view slides by category. Applications are assigned a number and all jurying is anonymous. All applications with slides or CDs must include S.A.S.E. with sufficient postage. Please mark slides top/bottom/front and write your name on each. The category of jewelry is limited to 22 vendors, aromatherapy is limited to 10 vendors, and photography is limited to 10 vendors.

Best of Category Completion

4. On Saturday of the Festival, a panel of judges will visit each of the booths to choose the best artist in each category. Criteria for the judging is originality, quality of work, and appearance of booth. Prizes will be awarded to the winner in each category. There must be a minimum of 3 artists in a category in order for that category to be eligible for competition. The categories of "Other" and "Food" are excluded from that competition.

Confirmation Package

5. A map of the festival grounds, complete with set-up information and identification car tag for vendor parking, will be included with confirmation of acceptance.

*Booth, jury, and electrical fees are due at time of application submission. Checks that are post dated or come with a request to hold are **NOT** acceptable. Your booth space will not be reserved until you have paid your fees. If you need to make arrangements to pay you must contact either Jo Anne Alliet or Donna Scott to discuss in advance. Applications received with no check or with post dated checks will not be considered received until your check comes in - this means you will be charged a late fee of \$20 per 10 x 10 space if your check arrives after June 30. Regardless of your tenure with the show, we cannot hold spots if you do not apply on time. Your "usual" spot could be reassigned to a vendor who has paid and applied on time.*

CALENDAR

June 30	Deadline for all application forms, slides and fees to be submitted.
July 30	Results of jurying mailed. Vendors accepted will also receive confirmation package. Booth space will be released to other vendors if payment is not received by June 30, 2012 (late fees will apply).
	No refunds once accepted
September 29 & 30	Showtime!

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Rules and Regulations *(continued)*

Registration and Set-up

6. Set-up time permitted from 1:00 to 7:00 p.m. at the Memorial Town Hall, and 5:00 to 7:00 p.m. at the High School parking lot, on Friday, September 28, and 6:00 to 9:00 a.m. (both locations) on Saturday, September 29 **only!** Please register at the Information Booth, located at the front of the Memorial Town Hall, upon arrival, **NO** vehicles will be allowed in the exhibit area during show hours. (9:30 a.m. to 5:00 p.m.) Saturday and Sunday.

Equipment

7. Exhibitors must provide own display equipment (including tools and extension cords), set-up, and dismantle. **All vendors are responsible for the removal of their own garbage.** Failure to do so may result in the refusal of that vendor in future Grape Festivals. Leave the site as you found it! There are large dumpsters located at the High School and behind the Memorial Town Hall. Please be prepared for outdoor sites. Not all grounds are perfectly level. You will need to have your own materials if you need to level your set-up.

Payment

8. Arts/craft spaces measure 10' x 10'. Infringement will not be tolerated on neighboring spaces. Indicate if more than one space is needed - limit three. **FULL PAYMENT MUST ACCOMPANY YOUR APPLICATION**, to insure your work is juried, you must pay when you apply. Each application must be returned with one check for both the booth fee(s) and nonrefundable jury fee, where applicable. **Negotiation of your check does not indicate acceptance into the show.** A \$30.00 fee will be charged for all returned checks. In an effort to remain competitive with other regional shows, artists of different media who choose to share a booth must each pay a regular fee.

Sales Tax

9. Each vendor is responsible for collecting/reporting their own sales tax, plus displaying your NYS Tax ID Form. Ontario County sales tax rate is currently 7.5%. For further information contact: NYS Sales Tax Registration, Building 8, State Office Campus, Albany, NY 12227, telephone: 1-800-972-1233.

Refunds

10. No refunds once space is confirmed. Absolutely no refunds after August 1, 2012.

Fresh and Pre-Packaged Food Vendors

11. Are not responsible for a jury fee, but must submit application and check for booth fee(s), plus electric (see application), along with photo and description of trailer/booth size and location of selling windows, and list of food and beverage items to be sold, by deadline. Must be specific about space requirements. Most of our food booths now measure 10' x 15' and have been priced accordingly. We do have a limited number of 10' x 10' booths available, **but you must fit into 10' x 10'**. No alcohol sales of any kind. All food vendors are required to exhibit a current food permit from the New York State Department of Health. Should you have a question regarding this, please contact the New York State Department of Health at 624 Pre-Emption Road, Geneva, NY 14456; telephone - 315-789-3030.

12. A specific and detailed description of electrical and water needs required on application for Food Vendors. Placement of individuals contingent on needs.

13. **Naples Central School Rule:** Absolutely **NO** vehicles allowed on the school lawn at any time. All garbage must be removed at the end of each day. **Please cooperate. Do not throw garbage over fence onto private property.**

14. We, the Naples Grape Festival Committee, reserve the right to make a determination on any rules included herein. Members of the Festival Committee will review all vendors. Any work that does not meet with Festival standards outlined above will be excluded. Offenders will be asked to remove all property from the Festival grounds and will not receive a refund of application fees. All decisions will be final.

ALL VENDORS

15. No pets or animals allowed - you will be asked to leave if you bring a pet to your booth.

Wine Vendors

16. All wine vendors are responsible for obtaining liability insurance, as required by the Town of Naples and tasting permits from S.L.A., as required by S.L.A.

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ALL INFORMATION
MUST BE COMPLETED

Name _____

Business Name _____ TAX I.D.#/SS# _____

Mailing Address _____

City/State/Zip Code _____

Telephone (Daytime) _____ (Evening) _____ Email _____

CATEGORIES **Choose only one category that you want to be judged** _____ Jewelry- Specify: Assembled or Handmade

_____ Photography _____ Tole and Decorative Painting _____ Wood- Functional (i.e. furniture)

_____ Country Crafts and Floral _____ Textiles (i.e. knitting, weaving, crochet) or _____ Glass- Specify: Blown or Stained

_____ Metal _____ Clothing (handsewn, silkscreen, appliquéd _____ Pottery

_____ Painting and Graphics _____ including leather) _____ Aromatherapy - (includes Candles)

_____ Other- Specify _____ Food - FRESH

_____ Food - PREPACKAGED

Description of Process: _____

Slides or #1 _____

electronic #2 _____

files: #3 _____

#4 _____

#5 _____

Number of Spaces Required _____ Full payment must accompany application

_____ @ \$180. Arts/Crafts 10' x 10' _____ \$20. non-refundable jury fee

_____ @ \$350. (Food 10' w x 10' d) _____ @ \$450. (Food 15' w x 10' d) _____ @ \$600. (Food 20' w x 15' d)

_____ @ \$125. (Winery 10' w x 10' d)

Electric _____ @ \$30. additional charge per 20 amp, 120 volt circuit (Maximum 2)

_____ @ \$50. additional charge per one 30 amp, 220 volt circuit (Maximum 1)

All Food Vendors must supply ample length, **Heavy Gauge** extension cords. Other special requests will be considered **ONLY** at time of application receipt. Specifics: _____

As an exhibitor, I agree to the conditions and requirements of this show. I agree that the Naples Rotary Club, Naples Historical Society or the Naples Grape Festival Committee will not be held responsible for any theft, loss of property, or personal injury suffered during or as a result of participation in the Naples Grape Festival.

Signature _____ Date _____

Make check payable to: _____ Naples Grape Festival
Mail to: _____ P.O. Box 70
_____ Naples, NY 14512

For Festival Committee Use:

Date Received _____ Check# _____ Amount _____ Elec. \$ _____ App.# _____

Space # _____ Vendor Code _____ Confirmation Sent _____

We welcome your comments and special requests, we will try our best to accommodate any requests, but cannot guarantee that we can.

Check list: Be sure to include...

- _____ Signed and Dated Application Form
 - _____ Check for correct amount for Booth Space(s)
 - _____ \$20.00 non-refundable jury fee (artists and crafters only)
 - _____ Business Self addressed envelope with sufficient postage to return
CD or slides
 - _____ 5 images - 4 of individual works and 1 of booth display
-

PAYMENTS RECEIVED PRIOR TO JANUARY 1, 2012, DEDUCT \$15 PER BOOTH

Late Fees:

Payments received after July 1, 2012, add \$20 per booth

**For further information, contact:
Donna Nichols-Scott, Executive Director
P.O. Box 70, Naples, NY 14512
Telephone: (585) 490-1339**

E-mail: naplesgrapefest@yahoo.com

www.naplesgrapefest.org



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