# WEBER 💣 PUMPKIN FESTIVAL

# 2024 Application Guidelines - Craft Exhibitors

Thank you for your interest in this event. The addition of fresh ideas and unique products of the highest quality is the goal each year. This document is intended to provide some general information about the event and the process of obtaining booth space in the exhibitor area.

Festival Dates and Times

October 19 from 9 a.m. to 6 p.m.

October 20 from 9 a.m. to 5 p.m.

#### **Booth Allocation**

- Applications must be submitted via the online form below. Please email (<u>info@webersfarmmarket.com</u> or committee@webersfarmmarket.com) if you experience any issues. The craft committee is not reachable via telephone.
- There is no deadline to apply, nor is there an application fee, jury fee, etc. The event does not take a commission on your sales.
- This is a juried and invitational event meaning booth space is not reserved on a first come, first serve basis.
- Applications remain on file and under consideration for two years from the date of submission.
- The committee responsible for allocating booth space will review and categorize applicants within their respective product medium (e.g., woodworking, jewelry, metal art, clothing/fabric, specialty foods, etc.)
- For an applicant to be considered, the proposed product list should consist of items that are produced by the applicant. The term "handmade" can be subjective but the general understanding is that the value of the product should largely be attributed to the actions of the applicant. Embellishment with purchased materials isn't necessarily prohibited as long as the value of that item has been meaningfully altered/increased due to your actions. No buy/resell items or direct sales representatives will be considered.
- It is preferable that applicants focus on a primary medium and the committee typically favors those that concentrate their display on those items. For example, an applicant with a woodworking business should not also attempt to sell additional products from separate mediums with no connection to their primary medium (e.g., metal jewelry, fabric items, specialty foods, etc.).
- When filling out the application please give a thorough description of what you would like to sell. Photographs of your craft(s), the production process, and booth display from other events are encouraged as well.
- As opportunities become available, booth space is offered based upon the openings within a product medium in hopes of providing festival patrons with a diverse offering of merchandise.
- The amount of booth space allocated to each medium is at the discretion of the exhibitor committee. It is important to note that some mediums have many more applicants than others which greatly affects the amount of time it may take to obtain a booth.
- Applications are accepted throughout the year and invitations may be extended at any time based upon availability. It is advantageous to apply early in the year as more booth space may be available, but the process remains fluid and ongoing.
- If an application is submitted, you will receive an email response either way. Your patience is appreciated.

## **Booth Options**

- Booth space is either located inside a large exhibitor tent or an outdoor booth in which the exhibitor provides their own tent.
- The large exhibitor tents are 40' wide and 160' long with booths lined up along the sides and a 20' walkway down the center. The depth of these booth spaces will be 10'. These tents do have lighting, sidewalls, and all booths inside the exhibitor tents have the option to purchase electricity.
- Outdoor booths have a depth of 15' and the exhibitor must provide their own tent. Electricity is only available to a limited number of these booth spaces.
- The length of a booth (frontage) can vary, but openings within the exhibitor area will typically dictate what size can be offered to first time exhibitors. This typically will range anywhere from 10' to 20'.
- Booth location is determined by the committee to provide a balanced mix of merchandise throughout the exhibitor area.

## Some Additional Details and Regulations

- First time exhibitors must *begin* their booth set up on Friday, October 18. Set up will take place from 8 a.m. to 8 p.m.
- Exhibitor must commit to both days.
- Event will occur rain or shine, but severe weather may result in mandatory evacuation.
- A reasonable supply of inventory is expected.
- Exhibitor must furnish everything they need to display their merchandise (i.e., tables, chairs, shelving etc.).
- No subletting of booth space or multiple businesses within a designated booth space.
- Every exhibitor must utilize a tent as selling merchandise from a vehicle/trailer is not permitted at this time.
- Generators are not permitted without prior approval.
- Overnight security is provided by the event.

An invitation will be extended if an opening is available for your business. A formal contract with more comprehensive information will be sent to you upon your acceptance of that invitation. If no opportunities are available, applications will be retained for future consideration.