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**Eagle River Area Chamber of
Commerce & Visitors Center
201 N Railroad St.
P.O. Box 1917
Eagle River, WI 54521-1917**

Address Service Requested



**Saturday and Sunday
October 4th & 5th, 2008**

**Arts and Crafts
Show
Information
and
Application**

A Welcoming Invitation
To Exhibit At
Cranberry Fest— Eagle River, WI

Dear Craftspersons and Artists,

It is our pleasure to extend to you an invitation to participate in Cranberry Fest in Eagle River, WI. Our event was created 29 years ago to celebrate the harvest of Wisconsin's State Fruit—the Cranberry.

This year we are emphasizing the importance of maintaining our high standards for exhibitors. Cranberry Fest prides itself on being able to showcase crafters and artists who provide high quality items that are their own works of art. Please note we require all work to be your own original handcrafted or original art item—**Hand Made Items ONLY**. This is a juried show and all your work exhibited at the show is expected to be equivalent to the quality depicted in your application photos.

Again, we welcome and look forward to your application to the 29th Annual Cranberry Fest.

On behalf of the 29th Annual Cranberry Fest Exhibitors Committee,

Kim Emerson—Events Coordinator

Fees—2 Day Event

- \$275 10' x 10' inside craft tent**
- \$250 10' x 10' inside craft barn**
- \$250 10' x 10' inside fairgrounds exhibit building**
- \$225 10' x 10' outside space/ inside fairgrounds**
- \$225 10' x 10' outside space/ in Riverside Park**

\$ 50 Electricity

Electricity will be available in the craft barn, fairgrounds exhibit building, craft tent and a few outside locations along the craft tent. If possible, we will make this service available. If impossible, we will return your \$50 check for electricity.

If you have requested 2 booths please send a separate check for each booth. If requesting electricity, please send a separate check for electrical hookup .

Entry Procedure— In order for your work to be considered for exhibition you must submit the following:

- **The completed and signed enclosed Application Form and Seller's Permit Form (Sides 1 & 2)**
- **Your check(s) or money order(s), which will be returned if your work is not selected. Note:** If you have requested 2 booths please send a separate check for each booth. If requesting electricity, please send a separate check for electrical hook-up.
- **3 to 5 color photographs for jurying. One photo must be of the display.** Photos must be labeled with your name and a description of items being sold. We will return photos.

Wisconsin Seller's Permit

All exhibitors are required to have on file their Wisconsin Seller's Permit number with our office in order to participate. You may obtain one by contacting the Wisconsin Dept. of Revenue, Income, Sales Inheritance & Excise Tax Division, PO Box 892, Madison, WI 53708 or call (608) 266-2776.

Note: Effective October 1, 2006, Eagle River has become a Premier Resort community. **Therefore the Premier Resort Tax of 1/2% in addition to the County/State tax of 5 1/2% is in effect.** For more information on this tax contact the Department of Revenue at the above information.

Booth Space Information

- 10' x 10' inside craft tent
- 10' x 10' inside craft barn
- 10' x 10' inside fairgrounds exhibit building
- 10' x 10' outside space / inside fairgrounds
- 10' x 10' outside space / in Riverside Park

Booth spaces are non-transferable. Security will be available to cover festival grounds; however, we are not responsible for merchandise left in booths. Booth layout and booth assignments will be determined by the committee and we will honor requests when able to. **If requesting a particular booth space, please see enclosed map to determine your requested spot.**

Questions

For further information, please feel free to contact Kim Emerson—Events Coordinator—Eagle River Area Chamber of Commerce at (800) 359-6315

Cranberry Fest Arts and Crafts Show Information



Event Dates & Times

Event Date: (Rain or Shine)

Saturday, October 4, 2008	9:00am—4:00pm
Sunday, October 5, 2008	9:00am—3:00pm

Event Set Up:

Friday, October 3, 2008	1:00pm—7:30pm
Saturday, October 4, 2008	6:00am—8:30am

- All vendors must check in at the Headquarters/Information tent. Your booth must be set up by 8:45am on Saturday. **If you set up in the wrong space you will have to tear down and move to your assigned spot. Absolutely no driving will be allowed on grass without permission.** Every vendor must park in the vendor parking areas. Please be courteous to your fellow vendors when considering where you are parking. No parking allowed by the barn, fairgrounds exhibit building, tennis courts or near the tent.

Event Clean Up:

Sunday, October 5, 2008	3:00pm
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- **Exhibitors MAY NOT tear down or bring vehicles on to festival grounds until after 3:00pm.** Those who do so are endangering visitors and fellow artists and will not be invited back. Please help all of us and follow this procedure.

Important Dates:

Application Deadline: March 1, 2008

Applications will continue to be accepted after March 1st until all booths are full.

Start of Notification Acceptance: April 1, 2008

Rules & Regulations

Please Note: Hand Made Items Only.

Applications are available through our Flea Market area for those who have wholesale (buy-sell items), flea market, imported, computer programmed machine sewn or machine screen printed items. Please call 715-479-4424 for application information.

- Artists must be 18 years or older.
- Each applicant is responsible for their own liability insurance.
- All work must be your own original art or handcrafted items created and sold by the applicant/seller.
- All work is expected to be equivalent in quality to that depicted in the application photos.
- Each applicant must bring with them enough merchandise to sell during the entire event. All booths must be open during the entire show. (Saturday: 9:00am - 4:00pm & Sunday: 9:00am - 3:00pm)
- **Each applicant must have with them at the show a booklet of photographs showing your work in progress as you may be asked to show it to the Cranberry Fest Exhibitors Committee Members.**
- Exhibitors can not display any type of marketing sign that detracts from the appeal of the craft show, show a sale, show a closeout, show a year-end sale or other phrases as such.
- The Cranberry Fest Exhibitors Committee reserves the right to accept or reject applicants.

- The Cranberry Fest Exhibitors Committee reserves the right to question all merchandise and has final say. **Should merchandise for sale in your booth be deemed not appropriate, you will be asked to put those items away and are not allowed to sell them at anytime during the show. Should a majority of your items be deemed not appropriate you will be asked to tear down your booth immediately and to leave festival grounds.**
- Exhibitors are responsible for their own merchandise and booth area. Cranberry Fest is not responsible for any damage or theft.
- Exhibitors must clean up and appropriately discard all trash in their area to trash receptacles including cardboard, electrical ties, etc.
- **NO ANIMALS** (dogs, cats, etc.) allowed on Vilas County Fairgrounds according to the Vilas County Animal Ordinance #19.08. This ordinance will be strongly enforced by the local authorities.
- Exhibitors who do not comply with these rules will be required to remove their work immediately without refund of fees and may be required to tear down and leave festival grounds and will not be invited back.

Cancellation Policy

Fees must be included with application and are non-refundable after notification of selection unless the space can be reassigned. In this case, there will be a 20% cancellation fee withheld from your refund. There are **NO REFUNDS for cancellation after September 1, 2008.**