



Friday, August 14th • 4 pm to 10 pm
Saturday, August 15th • 10 am to 10 pm

1520 Davidson Drive • In Huber Park

Arts and Crafts Rules and Regulations

About the event and about the application process:

- As an important part of the 2009 Reynoldsburg Tomato Festival, this year's Arts & Crafts Show will be a juried, invitational show held at the Reynoldsburg Senior Center, 1520 Davidson Drive. All applicants will be reviewed by an impartial panel of jurors, who will make recommendations to the promoter as to who will be invited to participate.
- The show is limited to quality handcrafted items and original artwork. No imported or manufactured items for resale or kit crafts may be sold.
- Interested vendors are asked to send their completed festival application, along with three to five clear, current and close-up photos (not slides) of your hand-crafted items, and a self-addressed, stamped envelope (for return of photos and status of acceptance). Photos must be clearly labeled on the back with your name, address and phone number.
- **Mail above items to:** Oleta Johnson
6899 E. Main Street
Reynoldsburg, Ohio 43068
- **All items listed must be received by 5 pm Friday, June 12 to be considered.**
- Booth spaces are as follows: 8'x 12' - \$60 ♦ 8'x 6' - \$30 (a limited number of 8'x 8' spaces are available for \$40)
- **Upon acceptance**, participants are expected to **pay booth fees by July 15th** – one month prior to event – by money order or cashier's check. No refunds are given.
- Each vendor certifies that it maintains adequate liability insurance (\$500,000.00) and agrees to provide proof of same to Reynoldsburg Festivals, Inc.

General Guidelines:

- Use of the Tomato Festival logo is strictly prohibited.
- No pets are permitted in the vendor area.
- For safety reasons, no burning candles or potpourri.
- No subletting of spaces.

- Limited electricity will be available, so please inform us of your needs in your application. Any vendor needing electricity must provide his/her own heavy duty 14/3-grounded electric cord.
- 12-foot, 6-foot, and a limited number of 8-foot tables will be provided, however, vendors will be responsible for **table skirts and table cloths**.
- Exhibitor must provide their own display boards and/or backgrounds.
- Exhibitor is responsible for obtaining a vendor license and paying sales taxes.
- Vendors are responsible for their own cash drawers and change.
- Vendor space must be manned during all festival operating hours.
- Please keep your area clean and orderly, leaving it as you found it.
- Vendors are encouraged to give public demonstrations of their artwork.
- Show will be held rain or shine.

Set-up/Teardown Guidelines:

- **Vendors may begin setting up their booths at noon on Friday, August 14th. Set-up must be completed by 3:30 pm.**
- When setting up, vendors will be directed to their proper unloading area. Volunteers may be available to assist with unloading. **Important:** To reduce traffic congestion, please unload your car, trailer, or truck quickly and move it to the designated parking area before setting up your booth.
- **Tear-down will begin at 10:00 pm, Saturday, August 15th.** All items must be completely removed from the park by midnight. In fairness to all participants, **vendors may not pack- up or tear-down until the festival is officially closed, even if all of their merchandise has been sold.**
- Participants with special requirements must specify those needs when submitting their application packet, so that we may try to assist you.
- Security will be provided during normal Festival hours however, the Reynoldsburg Tomato Festival will not be responsible for any accidents, theft or damage to your property.

For further information:

Contact Oleta Johnson at 614-595-4362, oleta@genejohnson.com

Visit our website at www.reynoldsburgtomatofestival.org

