

The 41st Annual International Folk Festival

Information/Rules & Guidelines September 27 – 29, 2019

Arts and Crafts

2019 Festival Schedule

Friday, September 27

Event: Vendor Load-In Location: Festival Park Time: Noon – 5:00 p.m.

Saturday, September 28

Event: IFF – Parade of Nations Location: Downtown Time: 10:00 a.m. – Noon
IFF – Festival Day 1 Festival Park Time: Noon – 8:30 p.m.

NOTE: Vendors may not begin selling until the parade is over at noon.

Sunday, September 29

Event: IFF – Festival Day 2 Location: Festival Park Time: Noon – 7:00 p.m.

Included are all rules and requirements for participation in the Arts Council of Fayetteville/Cumberland County's 41st Annual International Folk Festival. Any questions or concerns should be directed to Bob Pinson at bbp@theartscouncil.com or Antonio Renteria at antonior@theartscouncil.com (910) 323-1776.

General Rules

- A) Vendor set-up will begin at noon and end at 5 p.m. on Friday, September 27th. Vendors may not sell on Friday. Vendors may not begin selling on Saturday until after the parade is over at noon. Vendors must be open for business during operating hours on both festival days, Saturday and Sunday.
- B) Vendors must provide their own canopies, equipment, tables, chairs, extension cords, power adaptors etc.
- C) The International Folk Festival is a **rain-or-shine festival**. Refunds will not be granted as a result of weather.
- D) Vendors may attach side walls to canopies not exceeding 200 square feet. Any canopy in excess of 200 square feet must be certified as either being composed of flame resistant material or treated with a flame retardant in order to attach side walls and requires a permit and approval from a fire code official. All compliance decisions rest with the fire department.
- E) All fees must be paid in full prior to the event. **All fees are non-refundable.**
- F) Booth fee includes City of Fayetteville vendor permit.
- G) Vendors will be notified by mail or e-mail of their acceptance to the festival. The Arts Council reserves the right to reject applications. H) **All vendor applications must include:**
- 1) A photograph of the unit with dimensions written on the back.
 - 2) Photos and a list of all merchandise/arts & crafts items to be sold (only approved items may be sold by vendors).
 - 3) All fees (check or money order payable to The Arts Council of Fayetteville/Cumberland County).
 - 4) Fees may be paid through PayPal or Credit Card on the Arts Council's website (www.theartscouncil.com).
 - 5) Any verifying documentation (if applicable).
- I) Vendors who desire the return of documentation materials and additional information after the festival must include a self-addressed, stamped envelope with their applications.
- J) The Arts Council reserves the right to provide exclusive vending privileges to festival sponsors.

- K) Vendors are not allowed to bring their own motorized carts to the festival except as needed to provide access to the site for those individuals with disabilities in order to comply with state and federal laws and regulations.
- L) Unprofessional conduct or abusive language by vendors towards festival staff, volunteers, other vendors or attendees will be cause for possible exclusion from future festivals, or, if flagrant enough, immediate expulsion.
- M) **Vendors are responsible for the security of their booth during load-in, load-out and during festival operating hours. Additional security will be provided only at night while the festival is closed on the following schedule:**

**Friday: 6:00 p.m. to 8:00 a.m. on Saturday
Saturday from 8:30 p.m. to 10:00 a.m. Sunday**

NOTE: Although the Arts Council will have security in the park, all vendors are responsible for their own security and insurance. Please do not leave valuables unsecured or in plain sight.

Arts and Crafts Vendors:

General: The mission of The Arts Council of Fayetteville/Cumberland County is to support individual creativity, cultural preservation, economic development, and lifelong learning through the arts. In support of our mission, vendor fees are lower for arts and craft vendors as vendors in this category must personally create their works.

Be sure to read and understand all rules and guidelines specific to arts and crafts vendors before applying.

This category competes for cash prizes or the opportunity for a free vendor space at next year's International Folk Festival. Cash awards totaling \$1,000 for best original handmade art or craft items being sold. 1st Place receives \$500, 2nd place: \$300, 3rd place: \$200. Honorable Mention winners receive a free arts and craft vendor space at next year's International Folk Festival.

Arts & Crafts- \$100 per 10' x 10' space; electrical access requires additional \$25 fee

- 1) Spaces measure 10' x 10' and limitations are strictly enforced. If more space is needed, additional booth spaces must be purchased on a prorated basis.
- 2) **All work must be handmade, original in designed & created by the artist whose name is on the booth.**
- 3) Originals including work in graphics, photography, acrylics, oils, watercolors, clay, glass, fiber, wearable art, traditional folk art, leather, jewelry, wood, metal work, & mixed media are eligible.
- 4) **Work that has been produced with commercial kits, molds, patterns, plans, prefabricated forms, or other commercial methods to include computer generated graphics should apply in the merchandise category.**
- 5) Exhibitors are encouraged to demonstrate their art or craft.
- 6) Arts & Crafts vendors may not sell any food or beverage products that are consumed at the event.

NOTE: If you don't create and/or hand make what you sell, then you are not an Arts and Craft vendor!

Water/Electricity/Waste

A) Electrical hookups are available upon request for a fee. City water connections are available to vendors at centralized locations.

Vendors must provide their own appropriate water hoses.

B) Vendors must supply their own drop cords. Two (2) 100 ft. cords are recommended as a minimum.

Check-In/Set-Up

A) The IFF vendor application process must be complete before a vendor may be considered for placement at the festival. Space assignments are made by the Arts Council, at the Arts Council's discretion, but try to grant reasonable requests.

B) IFF vendor check-in will take place on Friday, September 27, 2019, Noon-5 p.m. **Reminder: Vendors will only be permitted to sell on Saturday after the parade at noon to 8:30 p.m. and Sunday noon to 7 p.m.**

C) Vendors are to arrive according to a schedule that will be provided by the Arts Council prior to the festival.

D) Maps and instructions will be mailed with confirmation notices.

E) **All vendors, if they so desire, are responsible for their own insurance policies.**

F) All vendors are responsible for collecting & reporting any applicable taxes (local, state, & federal.)

Vendor Schedule

Friday:

Load-in: Noon.-5 p.m.

Night Security: 6 p.m. - 8 a.m. Sat.

Saturday:

Late Load-in: 7 a.m. – 9 a.m. NOTE: Arts Council approval and a \$25 fee are required for a Saturday morning check-in.

Festival hours: Noon-8:30 p.m.

Night Security: 8:30 p.m. - 10 a.m. Sun.

NOTES:

1. **Although the Arts Council will have security in the park, all vendors are responsible for their own security and, if desired, insurance. Please do not leave valuables unsecured.**
2. **Business hours may be extended to accommodate performance schedule.**

Sunday:

Restock: 8:00 a.m. to 10:30 a.m.

Festival Hours: Noon – 6 p.m.

Breakdown: 7 p.m. – 9 p.m. (All vendors)

