

11th ANNUAL REDBUD SPRING ARTS & CRAFTS FESTIVAL REGULATIONS

Saturday, April 18th, 2020 (10:00 a.m. – 4:00 p.m.)

PLEASE READ ALL INSTRUCTIONS CAREFULLY!! (Please keep this sheet for your reference.)

1. The extended application deadline is **March 8, 2020**; qualified vendors will be accepted & assigned a space on a first come, first serve basis. Participants will be notified of official acceptance approximately in the middle of **March, 2020**.
2. Only handmade arts/crafts **made by the applicant**, food vendors, or children's activities will be accepted (no yard sale or commercially distributed items allowed). **Reselling merchandise that is made by someone else is not permitted**. The town reserves the right to reject any exhibitor at any time.
3. **Applications will not be accepted without a current photograph of your work** (photos will not be returned). Food vendors do not need to submit a photograph, but we do need a list of your menu items. A "selection committee" will choose exhibitors from the photographs. ***Please write your name and address on the back of each photo in case they get separated.***
4. Exhibitors must furnish **all** equipment (tables, chairs, tents, etc.). ***Electricity and water will not be available.***
5. No setting up before **6:00 a.m.** without prior approval; however, exhibitors should be set up by **9:00 a.m.** and remain set up until **4:00 p.m.** **Leaving your space is strictly prohibited before the festival is over. This is extremely dangerous to pedestrians still in the streets and the police will be ticketing. Vendors with "even" numbers will set up from 6:00 - 7:00 a.m., and "odd" numbers will set up 7:30 - 8:30 a.m. If you do set up before 5:00 a.m., please be extremely quiet! PLEASE be off the streets by 5:00 p.m.**
6. All vehicles must have an exhibitor permit displayed in order to enter the festival area. Only two vehicles per exhibit allowed. **No vehicles will be allowed to park in exhibitor spaces unless approved by the Event Coordinator and the Dayton Police Department.**
7. In the past, we have experienced difficulties with oversized vehicles (i.e. large trucks, motor homes, vehicles pulling trailers) causing traffic congestion while parked to unload or making turns. **Vehicles larger than normal sized cars or pickup trucks will not be allowed to enter the festival area unless authorized in advance (must complete section on application form).**
8. **All generators must have prior approval** due to a limited number of spaces where generators can be located; so please use gas unless it is absolutely essential. ***Electricity and water will not be available.***
9. If you are using **a trailer in your display**, please be sure you have adequate space to allow for hitches, doors, window openings, etc. All trailers used in the display are required to have a minimum 30' x 10' space. **If you did not indicate on your application form that you have a trailer but later decide to have one, it is extremely important that you let us know before the spaces are marked as they need to be set up in advance and must be located at a suitable location.**

10. Food/drink concessions must be registered with the Rockingham-Harrisonburg Health Department (540) 574-5100. Currently, Brian Carter oversees our event. For information on sales tax, please contact our local office of the Virginia Department of Taxation at (540) 367-8031.
11. **NEW CANCELLATION POLICY: Registration fees may be refunded upon cancellation prior to March 27, 2020, less a \$50.00 service charge. In the event of severe weather forecasts, the festival may be postponed until the next Saturday, April 25, 2020. If you are not able to attend on the "rain date," there will be no refunds; however, if the "rain date" would also be cancelled by the Town of Dayton due to severe weather, refunds will be issued less a \$50.00 service charge.**
12. Judges (with "Judge" badges) will travel throughout the festival making their choices for best booth awards and will be checking for "non-handmade" items. Please mention any discrepancies to them as they pass through the festival.
13. **NO DOGS ALLOWED except for service dogs!** The Dayton Police Department will escort you to an exit if you enter into the festival with a dog, regardless of its size. Please mention to the police if you see anyone with pets at the festival.
14. **Only handicapped vendors with DMV issued handicap permits and handicap tags will be placed at handicapped spaces and permitted to park behind their booth.**
15. Dayton Businesses (that meet vendor criteria), along College Street or Mill Street, will be given the vendor space(s) directly in front of their business, and will be allowed to set up spaces on their property **only as an extension of their current Dayton business.**