



2017 Markets Application Package

Thank you for your interest in our markets! Included in this package is important market information such as dates, locations, fees, jury process and more, as well as the markets application. Please ensure you **read all information carefully** and that you **complete all sections of the application**. Incomplete applications will not be processed. Information regarding set up, parking, etc. will be provided upon acceptance.

Markets AT-A-GLANCE	Festival Artisan Market Juried \$10 non-refundable jury fee per application	Harrison Country Craft Selection Committee to ensure product suitability, quality and avoid excessive duplication
About	This outdoor market has showcased the diverse skills and creativity of BC's finest designers and artisans for more than 25 years. With breathtaking mountain scenery as its backdrop, this market is a key feature of the internationally acclaimed <i>Harrison Festival of the Arts</i> , attracting tourists from all over BC and the globe to the small Village of Harrison Hot Springs.	This cozy indoor craft market offers the highest quality of locally produced, naturally inspired, back-to-basics products amidst a delightful dose of rural atmosphere and hospitality. An annual Labour Day weekend event for more than 20 years, this market has a strong Fraser Valley following and is one of the main fund-raising events for the <i>Harrison Festival Society</i> .
Dates and Times	July 8 & 9; 14 (optional) 15,16 12pm-7pm Friday, 11am-6pm Saturdays 11am-5pm Sundays	September 2 & 3 11am- 6pm Saturday 11am-5pm Sunday
Location	Along the waterfront of Harrison Lake	In and around Harrison Memorial Hall
Application Deadline	April 14	May 12
Booth Space¹	10ft x 10ft (all outdoor booths, max booth space 10ft x 20ft)	approximately 8ft x 6ft (indoor booths with limited outdoor booths)
Booth Fee²	\$115 per weekend + 10% commission on all sales	\$75 + 10% commission on all sales
Table Rental & Chairs	\$10 per 8ft x 3ft table per weekend (max 2 tables per booth) * Chairs provided at no charge	\$10 per 8ft x3 ft table (max 1 table per booth) *Chairs provided at no charge

1 Vendors requiring more space than a single booth must pay for two booths | Booth Space will be assigned

2 There is no booth fee for Friday, July 14th, only the 10% commission will apply

Important market information:

Contact

If you have any questions or concerns about markets please contact our office at info@harrisonfestival.com or **604.796.3664 (open Mon to Fri 9:00am- 4:00pm)** - our festival staff is happy to help!

continued...

Product Criteria

Products submitted for consideration to our markets must adhere to the following guidelines:

- designed, created and produced by the applicant
- not a kit craft, imported and/or mass produced

Jury Process

The Festival Artisan Market uses a **blind jury process**, meaning jury members do not know the identification of the vendor submitting product for consideration. All products are reviewed and **rated for creative craftsmanship, mastery of technique, originality/innovation, product presentation, saleability* and overall appeal**. Consideration will be given to the overall balance of craft categories as well as returning and new vendors. In some craft categories the number of vendors is limited, in order to offer vendors the greatest opportunity for financial success.

The jury is made up of three experienced peer artists, crafters and/or designers of various mediums. Individual jury members change from year to year to ensure the Festival Artisan Market remains fresh and unique. The Festival staff are not involved in the jury process.

**The jury will take into account past sales of returning vendors.*

The **Selection Committee for Harrison Country Craft follows a similar process** to that of the Festival Art Market Jury in order to ensure product suitability, quality and avoid excessive duplication.

Vendors will be notified by email of the jury/selection committees decision two weeks after the application deadline.

Waitlist

We encourage vendors not accepted or who have missed the application deadlines to consider being placed on our waitlist in the event that a confirmed vendor in their craft category should cancel. Waitlist applications will be reviewed and notified by May 31 for the Festival Art Market and July 31 for Harrison Country Craft.

Weather

Before applying to the Festival Art Market or as an outdoor vendor for Harrison Country Craft, please give careful consideration to the suitability of your product and/or display to unpredictable weather conditions. Although the summer weather in Harrison is typically pleasant, over the years our markets have seen everything from blistering heat to torrential downpours and are more often than not at the whim of Harrison Lake's notorious wind- sometimes bellowing, always breezy. Vendors accepted into the Festival Art Market and/or Harrison Country Craft are **expected to show up for all dates they are registered for regardless of weather conditions. Vendors that do not show up will not be invited to apply again.**

Overnight Security



Overnight security is provided for the Festival Art Market. Vendors are permitted to leave their tent and product on site overnight. Tents must be securely walled with no product/booth items left outside or around the tent. We recommend that product be covered or packed away inside the tent as added protection against outdoor elements. The Harrison Festival Society and/or the security company are **not liable for loss or damages caused by mother nature (wind, rain, etc.)**

Sales Commission

In an effort to minimize the financial risk to vendors, we maintain low fees with 10% commission collected on all sales.

"It takes a community to raise a festival; one that believes in live performance, in the power of literacy and visual arts, and in a desire for social change and better understanding amongst all people."

- Phyllis Stenson, Founding Executive Director
Harrison Festival Society

Join the Festival community on   

Learn more about who we are and what we do at www.harrisonfestival.com

2017 markets application

part one

Our markets application is **separated into two parts** - part one collects administrative information required for processing the application, while part two collects product information needed for jurying/selection. This form can be downloaded digitally (you may need to download the latest version of Adobe Reader to do so), printed, and filled in manually. You can also apply online at www.harrisonfestival.com. **All fields are mandatory.**

- In addition to completing this form, **you must also submit a sufficient amount of product photographs to accurately represent your items for jurying/selection.** You may email your photos to info@harrisonfestival.com or mail hard copies with your application to address listed below. If accepted these photos may also be used for promotional purposes.
- If your product is a food or body care item, you must also **provide 4 product samples** for jurying/selection mailed to Harrison Festival Society, Box 399, Harrison Hot Springs, BC V0M 1K0. Samples will not be returned to vendors.

If you have any questions or concerns about completing this application form please contact our office at info@harrisonfestival.com or **604.796.3664**.

Contact Information:

Contact Name _____ Phone _____

Business Name _____ Mobile _____

Website _____ Email _____

Address _____ City _____ Prov/State _____ Postal Code _____

I would like to receive emails about upcoming Festival Events & Offers. Yes No Already Receive

I would like to apply for:

Festival Artisan Market	Harrison Country Craft
<input type="checkbox"/> July 8 & 9 <input type="checkbox"/> July 14 (optional) <input type="checkbox"/> July 15 & 16 <small>(July 15 & 16 Vendors only)</small>	<input type="checkbox"/> September 2 & 3
Booth Space: <input type="checkbox"/> One <input type="checkbox"/> Two	Booth Space: <input type="checkbox"/> One <input type="checkbox"/> Two If space allows, would you like to be outside? <input type="checkbox"/> Yes <input type="checkbox"/> No
Table Rental: <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> None	Table Rental: <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> None
FEES CALCULATOR: Jury Fee = \$10.50 <small>(If paying by cheque, please provide a separate cheque for jury fee)</small>	Need electricity (not available outside)? <input type="checkbox"/> Yes <input type="checkbox"/> No **Bringing tall display pieces or racks? <input type="checkbox"/> Yes <input type="checkbox"/> No
Weekend(s) ___ x Booth Space ___ x \$115 = \$ _____ + Weekend(s) ___ x Table Rental ___ x \$10 = \$ _____ Total Fees = \$ _____ (GST is included)	FEES CALCULATOR: Booth Space ___ x \$75 = \$ _____ + Table Rental ___ x \$10 = \$ _____ Total Fees = \$ _____ (GST is included)

Method of Payment:

Visa **Mastercard** **Amex** Total fees to be charged to credit card (**jury fee will be processed separately**) \$ _____
 Credit Card Number _____ Expiry ____/____

Cheque Please make cheques payable to Harrison Festival Society and mail to Box 399, Harrison Hot Springs, BC V0M 1K0. No post-dated cheques please. **If Applying to both markets, please provide separate cheques for total fees.**

**Application will not be processed for jurying/selection until payment by credit card or cheque has been received.
 Payment will only be processed if accepted by jury/selection committee.*

***If you have a current photo of a previous market setup, please send us that photo as well (for placement purposes)*

OFFICE USE ONLY

Application Received / Application complete Yes No Application Processed / Confirmation Sent /
 Jury/Selection # _____ Accepted Not Accepted Notification Sent AM / CM /
 Payment Processed / CC Auth # _____ Cheque RCPT # _____ Info sent AM / CM /
 Withdrawn / No show Notes _____

Method of Payment:

Select your Primary Craft:

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Visual Art (Painting/Prints/Photography) | <input type="checkbox"/> Ceramics/Pottery | <input type="checkbox"/> Jewelry | <input type="checkbox"/> Glasswork (not jewelry) |
| <input type="checkbox"/> Woodworking | <input type="checkbox"/> Metalwork | <input type="checkbox"/> Paper Products | <input type="checkbox"/> Textile/Fibre |
| <input type="checkbox"/> Fashion Accessories (not jewelry) | <input type="checkbox"/> Leather | <input type="checkbox"/> Clothing and Fashion | <input type="checkbox"/> Body Care Products |
| <input type="checkbox"/> Delicious Food Items | <input type="checkbox"/> Home/ Garden Decor | <input type="checkbox"/> Pet Items | <input type="checkbox"/> Children/Baby Items |
| <input type="checkbox"/> Other: _____ | | | |

Please provide a complete list of all products to be sold in your booth.

By checking this box, you verify that you are the designer, creator and producer of all products listed.

Please indicate the price range of products to be sold \$ _____

Terms & Conditions:

- 1) Vendor will not sublease or share booth space without prior written approval from the Harrison Festival Society.
- 2) Vendor will pay all applicable fees including 10% commission on all product sold; payable at the end of each day.
- 3) After acceptance into either market vendor agrees to the following refund policy: All withdrawn applications are subject to a 15% non-refundable processing fee on all vendor fees paid. If vendor withdraws application following May 31 for the Festival Art Market or July 31 for Harrison Country Craft all vendor fees paid are non-refundable.
- 4) Vendor will only sell products listed in the original application; handcrafted by them and neither a kit craft, imported and/or mass produced.
- 5) Vendor will supply their own good-quality tent for outdoor booths including tent walls for overnight security.
- 6) Vendor releases the Harrison Festival Society from any responsibility in the case of loss, damage or theft to products and/or display materials left on-site overnight at either market. Vendor will not hold the Harrison Festival Society or the security company liable for loss or damages of products and/or display materials due to inclement weather conditions.
- 7) Vendor will be respectful to fellow vendors and Festival volunteers and promote the markets as much as possible!
- 8) Vendor will comply with all requests and directives of Harrison Festival Society staff to ensure all vendors and customers, at the sole discretion of the Harrison Festival Society, have a safe, enjoyable and positive experience.
- 9) Vendor will comply with all local zoning, bylaws, health and safety rules and are solely responsible for obtaining all permits, licenses, insurance and approvals reasonably required to sell their products at either market. The Harrison Festival Society will not be responsible for any costs, damages or economic loss resulting from failure to comply with this term. If any government agency, court, person or commercial body orders sale of vendor product to cease, vendor will immediately comply with this order.
- 10) The Harrison Festival Society makes no representations or warranties about vendor sales or success at either market and is not responsible for any losses vendors may incur if either market is cancelled or shortened for reasons outside the reasonable control of the Harrison Festival Society.
- 11) Vendor will indemnify the Harrison Festival Society for any loss, fine, penalty, judgment, legal fees and expenses reasonably connected to vendors failure to comply with these terms or any liability, negligence, gross negligence or injury resulting from vendor products, actions, conduct, booth setup, display or trade activities.
- 12) The Harrison Festival Society may amend or update these terms from time to time and vendor agrees to be bound by such future amendments or updates.

If vendor fails to comply with the terms and conditions contained herein and as amended or updated from time to time, whether before or during either market, the Harrison Festival Society may cancel vendor application or remove vendor and prohibit vendor attendance at either market. The refund policy shall apply to this term as if vendor provided notice of cancellation on the date vendor application was cancelled or vendor is otherwise removed from either market by the Harrison Festival Society.

I have read, understand and agree to the terms and conditions outlined above.

Application Checklist:

Incomplete forms cannot be processed

- | | | |
|---|--|---|
| <input type="checkbox"/> Contact info | <input type="checkbox"/> Market selection and booth options selected | <input type="checkbox"/> Credit card info or cheque(s) provided |
| <input type="checkbox"/> Product info and price range | <input type="checkbox"/> Product photos included | |
| <input type="checkbox"/> Sample products included (food and body care vendors only) | | |