



# 2018 Market 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.

## HARRISON FESTIVAL ARTISAN MARKET INFO

This **juried** 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 **Harrison Festival of the Arts**, attracting tourists from all over BC and the globe to the small Village of Harrison Hot Springs.



### GENERAL INFORMATION

**Dates:** July 7th, 8th as well as July 13, 14, 15th

(please note that you do not need to register for both weekends, but are encouraged to)

**Location:** Along the Beach in front of the Harrison Lake Lagoon

**Application deadline:** April 14th (if applying after this date, you may be wait listed)

**Booth Space:** 10'x10' (but you can also pay for two spaces side by side if you need)

**Booth Fees:** \$115/weekend + 10% commission on all sales

**Optional Services and Fees:** Table rental = \$10/weekend (max of 2 per booth), Free wooden chairs

### OTHER INFORMATION:

#### **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 the balance of 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.*

#### **Overnight Security:**

Overnight security is provided for the Festival Artisan 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.)**

## Does my product meet 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

## Weather:

Before applying to the Festival Artisan Market, 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 Artisan Market 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.**

## PUBLICITY:

The Harrison Festival Society will take care of all the necessary publicity for the Market, however, we find that combining efforts is the best way to bring in more shoppers. There are several ways in which you can help draw more people and affectively, more sales:

Social Media: Follow the Harrison Festival on:

- **Facebook - Harrison Festival Society**  
List yourself as attending the 2018 Artisan Market event  
Share, like and comment on posts. This increases the over all reach of the post  
Make posts about when and where you'll be during the festival. Use the hashtag #harrisonfest2018
- **Instagram - harrison\_festival**  
Like posts, share pictures and make comments. Like Facebook this will increase the overall reach of the post.  
Post your own photos and use the hashtag #harrisonfest2018
- **Twitter - @harrisonfest**  
Share, like and retweet everything that comes your way. Use the hashtag #harrisonfest2018 and #justuptheroad. It will link you to other marketing initiatives and give your tweet and our tweets a boost.

General Tip: There are many parts of the festival which are different than the Artisan Market, such as our evening in the Hall, the Music on the Beach, and the gallery display at the Ranger Station Art Gallery. All of these pieces make for a very interesting event and combined, can really peak the interest of more people. Please don't hesitate to promote other parts of the event outside the market along with your own products.

Posters for the festival go out in May, along with brochures and programs in June. All of these are free, so please, if you get your hands on some, hand them out and spread the word. We will send you extras too. If you have any suggestions as to places that could use a poster or programs, please let us know by emailing [info@harrisonfestival.com](mailto:info@harrisonfestival.com).

The Festival revamped the website last year and we now have a flashy new site with lots of info and details about the event. All artisans will be listed on the Artisan Market page (<https://harrisonfestival.com/festival/artisan-market/>). We do our best, but the list is actually a fairly large task to complete in a busy time for the staff, so if you have a chance, please check it out and make sure we have everything correct with the proper links. Once again, shoot us an email if you see anything that needs fixing.

The Festival advertises in many different places and in all forms. Print, online, social media, listings, TV, Radio, you name it. But if you know of anywhere or ways we can spread the word even more, let us know and we'll try and fit it into the budget if we can.

Also, you might be surprised to know how many people get the name of the festival wrong... We often see people wanting to help promote the fest, but write or say the wrong name for people to search. The proper name of the festival as it will appear on all of our publicity and marketing is **"The Harrison Festival of the Arts"**

## Contact:

If you have any questions or concerns about the markets please contact our office at

**[info@harrisonfestival.com](mailto:info@harrisonfestival.com) or 604.796.3664 (open Mon to Fri 9:00am- 4:00pm)** - our festival staff is happy to help!

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

- Phyllis Stenson, Founding Executive Director  
Harrison Festival Society

# ARTISAN MARKET APPLICATION PART 1

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](http://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](mailto: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](mailto:info@harrisonfestival.com) or 604.796.3664.

## Contact Information:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Business Name: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Website or link: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Prov/State \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 I would like to receive emails about upcoming Festival Events & Offers. Yes  No  Already Receive

## Application Information:

Dates: July 7,8  July 13  July 14,15   
 Booth Spaces: One  Two   
 Table Rental: One  Two  None

## Fee Calculator: Jury Fee: \$10.50

(If paying by cheque, please provide a separate cheque for jury fee)

Weekend(s) \_\_\_ x Booth Space \_\_\_ x \$115 = \$ \_\_\_\_\_  
 + Weekend(s) \_\_\_ x Table Rental \_\_\_ x \$10 = \$ \_\_\_\_\_  
 (GST is included) Total Fees = \$ \_\_\_\_\_

## Payment Information:

Visa  Mastercard  Amex  Total fees to be charged to credit card (jury fee will be processed separately) \$ \_\_\_\_\_  
 Credit Card Number \_\_\_\_\_ Expiry \_\_\_\_\_ / \_\_\_\_\_  
 3 digit code on back \_\_\_\_\_

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 the September Craft Market as well, 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 \_\_\_\_\_

# ARTISAN MARKET APPLICATION PART 2

## Artist Information:

Select your primary Craft(s):

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> Visual Artist (painting, print, photography) | <input type="checkbox"/> Ceramics/pottery  | <input type="checkbox"/> Jewelry              | <input type="checkbox"/> Glasswork (not jewelry) |
| <input type="checkbox"/> Wood Working                                 | <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"/> 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 products sold at your booth:

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

Please provide a price range of items that are to be sold: \$ \_\_\_\_\_ - \$ \_\_\_\_\_

## Terms and 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 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 canceled 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 canceled 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.