



127 Cherokee Trail, Suite A, Sapphire, NC 28774

Phone ( 828 ) 743-2251 Fax ( 828 ) 743-1167 Email: [lfoxworth@capitalvacations.com](mailto:lfoxworth@capitalvacations.com)

Welcome, Exhibitors, to Sapphire Valley's 2022 Arts and Crafts Festivals.

Sapphire Valley Resort is nestled in the Blue Ridge Mountains of North Carolina. The resort is located on Highway 64 East, three miles east of Cashiers. Our resort has sponsored Arts and Crafts Festivals for more than 25 years and we are excited to continue.

We invite you to participate in our 2022 Arts and Crafts Festivals. The two-day Festivals will be conducted on Saturdays and Sundays from 10:00 AM until 4:00 PM on the following dates:

**June 18 & 19**

**August 6 & 7**

**October 1 & 2**

Enclosed are copies of the Festivals' newly revised Rules & Regulations and Application Form. Please review the Rules & Regulations which will be strictly enforced.

Most of the exhibitor fees that are collected will be dedicated to advertising, exploring additional ways and means of improving the Festivals and increasing attendance. If you would like advertising fliers for your area, let us know and we will send them to you for distribution.

Once your application, photos, and fees have been received and your acceptance verified, you will receive a confirmation notice via e-mail or postcard.

We look forward to seeing you at our 2022 Arts and Crafts Festivals here at Sapphire Valley Resort.

If you have any questions, please do not hesitate to phone (828) 743-2251, or e-mail me at [lfoxworth@capitalvacations.com](mailto:lfoxworth@capitalvacations.com)

Sincerely,

Linda Foxworth  
Director of Marketing



**PLEASE PRINT OR TYPE**

Name \_\_\_\_\_ Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail Address \_\_\_\_\_

**2022 shows applied for:**            ( ) June 18-19            ( ) August 6-7            ( ) October 1-2

*If e-mail address is included above, confirmation of acceptance will be sent to you by e-mail, otherwise it will be sent to you by postcard.*

**Questions? ... Changes ... Cancellations**

Phone Linda Foxworth 828-743-2251 or Email [lfoxworth@capitalvacations.com](mailto:lfoxworth@capitalvacations.com) no less than two weeks prior to the festival.

**Type of Art/Craft or Activity Booth** (Art, Carving, Clothing, Jewelry, Furniture, Pottery, Woodcrafts, etc.) \_\_\_\_\_

Specific description of work or activity to be displayed: \_\_\_\_\_

Have you exhibited at our festivals before? \_\_\_\_\_ **If not**, please send three recent photographs (two of your work and one of your booth) by mail or e-mail. Print your name on the back of the photographs so they may be returned to you in your festival entry packet.

### **FESTIVAL FEES**

**Booked by June 15, 2022 (No discount after June 15. There is a \$100 fee per festival.)**

**Booth Fees: One Festival--\$100.00      Two Festivals--\$175.00      Three Festivals--\$225.00**  
**Camper or Electricity Fee:** \$20.00 per festival      \_\_\_\_\_ Booth      \_\_\_\_\_ Camper

**Mail** completed application, photos, and fees for festival together with a check in the full amount made payable to Sapphire Valley Master Association (SVMA) at: **SVMA Arts & Crafts Festival Committee, c/o Melanie Kibler, 127 Cherokee Trail, Suite A, Sapphire, NC 28774.** **Entry must be received no later than the Friday (one week) prior to the selected festival dates to ensure consideration.** **All festivals will be held Rain or Shine.** **Fees are non-refundable except as designated by the committee.**      **Amount Enclosed** \_\_\_\_\_

If you have exhibited in Sapphire Valley before and wish to request a certain location or have special needs, please list them below. We will attempt, but cannot guarantee, to accommodate your requests in every possible way. \_\_\_\_\_

Please list any flammable fuels (propane, lamp oil, etc.) you will have in your tent: \_\_\_\_\_

You will be given a \$7.00 voucher for each booth to be used for the Vendor dinner on Saturday, between 5:00-7:00 PM.

I/We have received, read, and agree to abide by the Rules and Regulations as stated by the Sapphire Valley Arts and Crafts Committee. I/We also agree to hold the Festival, its Committee, the Sapphire Valley Master Association, and its employees and agents free and harmless from any claims and liability relating to any injury, damages or theft caused by persons or property while said premises are occupied under this agreement. This includes damage, injury, or loss of any type from set up to removal of exhibits. The Sapphire Valley Master Association (including its committees, employees, and agents) cannot be held liable if any festival or portion thereof must be cancelled due to an act of God or other event beyond its immediate control.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Signed \_\_\_\_\_ Dated \_\_\_\_\_

**No application will be processed without the acceptance of the agreement verified by the signatures of all applicants.**



**Food Vendor Application Only**  
(Arts & Crafts Vendors see application #1)

**PLEASE PRINT OR TYPE**

Name \_\_\_\_\_ Business Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Telephone \_\_\_\_\_  
\_\_\_\_\_ E-mail Address \_\_\_\_\_

**2022 shows applied for:**      ( ) June 18-19      ( ) August 6-7      ( ) October 1-2

*If e-mail address is included above, confirmation of acceptance will be sent to you by e-mail, otherwise it will be sent to you by postcard.*

*Questions? . . . Changes . . . Cancellations*  
Phone Linda Foxworth 828.743.2251 or Email [foxworth@capitalvacations.com](mailto:foxworth@capitalvacations.com) no less one month prior to the festival.

**Food Station\*:** List food choices for booth \_\_\_\_\_

\*Food vendors and any vendor offering food items must agree to abide by all regulations of the Board of Health relative to the preparation, storage, handling and serving of foods. Food vendors must submit insurance and Jackson County Health Department forms (available upon request; The Jackson County Health Department permit fee is \$75.00) no later than one month prior to each festival. Food vendors only, may attend one or both days. Please indicate the day or days attending. \_\_\_\_\_ Saturday \_\_\_\_\_ Sunday

**FESTIVAL FEES**

Booked by June 15, 2022

**Station Fees: One Festival (per day)--\$50.00 Two Festivals (per day)--\$75.00 Three Festivals (per day)--\$110.00**

**Fees will be refunded at the end of the Festival if all the below Guidelines are met:**

1. Food Vendors must be set up for business by 9:45 AM on Saturday and/or Sunday and remain open on each day until 4:00 PM. Opening and closing times will be strictly adhered to.
2. Only food items approved by the Committee prior to the festival may be sold.
3. Food Station setup will be checked by the Committee prior to the opening of the festival. Any objectionable problems must be corrected before the vendor is permitted to open.
4. Items that are prohibited: Alcohol or any other illegal substance, weapons, fireworks of any kind, and pets.
5. Children under 12 years of age are not permitted to accompany the food vendor.
6. The vendor is solely responsible for conforming to all Federal and North Carolina state tax laws and regulations that are in effect.
7. Vendors' vehicles may only be parked in those spaces designated by the Committee.

**Mail** completed application and fees for festival together with a check in the full amount made payable to Sapphire Valley Master Association (SVMA) at: SVMA Arts & Crafts Festival Committee, c/o Melanie Kibler, 127 Cherokee Trail, Suite A, Sapphire, NC 28774. **Entry must be received no later than the Friday (one month) prior to the selected festival dates to ensure consideration.** All festivals will be held Rain or Shine. **Amount Enclosed** \_\_\_\_\_

Please list any flammable fuels (propane, lamp oil, etc.) you will have in your station: \_\_\_\_\_

I have received, read and agree to abide by the above Guidelines as stated by the Sapphire Valley Arts and Crafts Committee. I also agree to hold the Festival, its Committee, the Sapphire Valley Master Association, and its employees and agents free and harmless from any claims and liability relating to any injury, damages or theft caused by persons or property while said premises are occupied under this agreement. This includes damage, injury or loss of any type from set up to removal of food stations. The Sapphire Valley Master Association (including its committees, employees and agents) cannot be held liable if any festival or portion thereof must be cancelled due to an act of God or other event beyond its immediate control.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

**No application will be processed without the acceptance of the agreement verified by the signature of the applicant.**



## \* 2022 Rules and Regulations \*

### HOURS:

- Saturday and Sunday from 10:00 am to 4:00 pm.
- **Exhibitors must be set up for business by 9:45 am on Saturday & Sunday and remain open on both days until 4:00 pm unless otherwise approved by the Committee. Opening and closing times will be strictly adhered to. Early breakdowns and/or no shows may result in exhibitor's exclusion from future shows.**

### BOOTH SPACES:

- Our booth spaces are 12' x 12'.
- The exhibitor may set up their booth no earlier than 3:00 pm on Friday, the day before the festival.
- Booths must be attractive in nature. Inventory must be neatly stacked or out of sight. Shelters must be properly staked down. Ground stakes and ropes must be kept within the assigned booth area. Vendors are responsible for keeping pedestrian walkways clear.
- **Only items specifically listed by the exhibitor on his/her application may be displayed.**
- **No object, display, banner, etc., may extend beyond the booth space.**
- Booth set up will be checked by the Committee prior to the opening of the Festival. Any objectionable problems must be corrected before the exhibitor is permitted to open.

### BOOTH RESTRICTIONS:

- Exhibitors must note on the festival application any combustible fuels such as propane, lamp oil, wax, paint, solvent, etc., to be used or stored in booth. In such event, or if there is an open flame, a type B or C (at least) fire extinguisher must be present.
- Items that are prohibited: Alcohol or any other illegal substance, fireworks of any kind, pets, unless specifically permitted by the Committee.
- No signage (description, price, etc.) not directly involved with the sale of present items in the festival.
- No fish hooks, sharp objects or weapons of any kind will be allowed. **Exception: those items that have been approved for sale at the Festival. Exhibitor must ensure that all such items are kept secured and safe.**
- Children accompanying the exhibitor must be well-mannered and under adult supervision at all times. Children will not be allowed to play unattended in Festival area.
- The exhibitor is solely responsible for conforming to all Federal and North Carolina state tax laws and regulations that are in effect. (Visit [www.ncdor.gov](http://www.ncdor.gov) for forms)

### EXHIBITS:

- Only items that are described in the application and presented in photos may be sold at our Festivals.
- Event directors reserve the right to reject any entry found not in compliance.
- The committee may refuse or cancel an exhibitor's space without a return of booth fees, if it finds that the exhibit is in noncompliance with the Rules and Regulations.
- No more than two exhibitors per booth will be allowed unless specific committee permission is received.
- In no event, may an exhibitor sublet a booth or any space within it.

### PARKING:

- All vehicles must be parked on the outer perimeter of the walking track or in the gravel parking lot across the street and remain there until after business hours. Exhibitors' vehicles may only be parked in those spaces designated by the Committee.

### TRASH:

- **Trash is emptied at 4:00 pm each day. After 4:00 pm, place trash ONLY in the bear proof containers located next to each pavilion. There are bears in the area.**