



The Whole Arts and Culture Faire

**Saturday, June 15th 2019
10:00 am to 5:00 pm**

**Vallican Whole Community Centre
3762 Little Slocan South Rd.**

**Presented by:
the Slocan Valley Community Arts Council**

(REVISED APRIL 12, 2019)

VENDOR APPLICATION INFORMATION

The Slocan Valley Community Arts Council is looking to establish an engaging and high quality annual event. This will include an artisan market, a kids' craft corner, performances by local groups, and on-site food vendors.

Free admission for customers!

This is a juried show. Application does not ensure entry.

Vendor Application intake: March 20th to April 25th, 2019

**Applicants will be notified by email of acceptance by:
April 30, 2019**

The Whole Arts & Culture Faire Application Guidelines

Faire Hours:

7:00 am – 10:00 am – Set up, 10:00 am – 5:00 pm Faire Open

Criteria for Jury

- Hand Made, high end crafted
- No imports, or pre-packaged products
- No silk screening unless you do all the parts of the process including the making of the items being silk screened
- No Alcohol vendors
- All clothing must be made by you
- Painters, Photographers and other visual artists, as long as your work is original, framing is up to you. You may also include limited edition prints and/or art cards in your display.
- Food safe and proper government labeling must be properly displayed and Food Safe Certificate must be present
- Must submit photos or a website link for items you wish to have juried

The jury is made up of independent, professional, individuals with one or more (ex) art council members in attendance.

A Jury insures that the quality of the vendors is very high and that the products are local and made by hand from the individuals that are representing their products.

The jury criteria for successful applications are:

- wares handcrafted
- primarily original design
- high quality of product
- diversity of product and product category
- affordability and sustainability
- clarity and professionalism of application
- personal location of vendor in relationship to the event location

Categories of items not juried will not be allowed to be sold

Artisan quotas

The Whole Arts and Culture Faire reserve the right to limit the number of artisans in any one category.

Booths and Tables Prices

Booth with a 6 foot table (for members) \$40.00

Booth with a 6 foot table (for non-members) \$50.00

Food vendors, \$60.00

Booth Options

Booths inside the building will be allocated on a first-come, first-serve basis. Overflow booths will be available outside but vendors will need to supply their own canopy and tables.

There are a limited number of 6' tables available on a first-come, first-serve basis (1 per vendor). Please indicate, on your form, if you need one.

Booth Sharing

Please contact us if you have a proposal for booth sharing.

Booth Layout

The Vallican Whole is a wonderful artistically designed building which does make booth sizing challenging. We will do our best to make all the booth sizes and shapes equitable but they will vary. That is the beauty of the Whole!

Tables, Lighting and Power

You are required to bring your own cables, lighting and backdrops if you need more lighting than the Vallican Whole provides. The lower floor of the Vallican Whole will have brand new high quality track lighting ready for your display. Tents not are acceptable indoors. Power is limited so please indicate if you require power in your application.

Fire Regulations

These are some of the things you need to pay attention to:

- Indoor spotlights only, preferably L.E.D.
- No open flames.
- No flammable materials at booths unless treated with fire retardant.
- No straw or live cedar boughs or the like.
- CSA approved electrical equipment only.
- No hot plates or heat source permitted.
- This is not a comprehensive fire safety checklist. It is your responsibility to find out if any of your display will not be allowed or requires anything to meet fire regulations.

Application & Acceptance Process

The Whole Arts and Culture Faire is a juried show. Acceptance is based on the quality, originality and craftsmanship of the work to be sold.

It is important that your submission be complete and accurate. Categories are limited to avoid over saturation. Only those types of products or crafts submitted in your application may be sold or displayed at the Market. Please do not add a service or a product line that has not been adjudicated. If you do bring any items not juried, you will be asked to remove them from your booth.

Portfolios/images

Online portfolios, memory sticks, or actual photos can be used to jury your products. You can also direct us to your website or your online presence for review. If you chose to use a memory stick or photos, please include them with your application. Please be advised that we won't be able to return your photos or memory stick, sorry. If you direct us to your website please indicate what product lines that you intend to display for sale, for example; mugs, cups, bowls and platters and have photos representing the same. Also include a price list. Items that you don't include in the jury are not allowed in the faire unless you make special arrangements with the event coordinator.

Food Vendors

Any vendors wishing to sell any food items must have completed a **Foodsafe course**. A **temporary or mobile food service permit is required**. A copy of the permit must accompany the application. Proof of **liability insurance** is also required. We encourage all food trucks to use alternate energy sources but if you must use a generator they must be as quiet as possible. We wish to make this event as minimal waste as possible so please use recyclable and/or compostable food containers. We will be providing a recycling and composting materials collection site. The Vallican Whole has plenty of space outdoors so food truck vendors are welcome to apply.

Payment

Payment is due in full with your application (form found at the end of this package). Please attach your cheque and mail it to us at: Slokan Valley Community Arts Council, Box 18, Winlaw, BC, V0G 2J0.

You may also send your application electronically, including an E-Transfer to svcartarts@gmail.com. Your E-Transfer will not be accepted until the jury is complete

Your cheque will be returned to you if your application is not accepted.

Cancellation Policy

There is no refund after May 30th. 2019

Parking

Vendor parking will be in a designated area from customer parking. When you are finished unloading please move your vehicle to the designated vendor area in a timely fashion.

Set Up and Tear Down Times

Set up is at 7 a.m. Unloading of your wares and setting up of your table can be done starting at 7 am from any of the three doors. **All vendors need to be set up and ready to go by 9:30 am please. Doors will open at 10:00 am sharp.** Please, all vendors do not begin tear down before the event ends at 5:00 p.m.

WIFI

Free WIFI is available from the Whole. Please keep in mind that this is a shared WIFI and we cannot guarantee the signal or how many people will be accessing the same signal. WIFI password will be provided.

Vendor Tags

Vendor name tags will be provided with your registration package.

Door Prizes

All vendors will be asked to donate an item for the door prize. Door prizes should be in the \$10 - \$20 range. Door prizes will be given out during the event.

Posters and Signage and Facebook Promotions

Upon acceptance you will be mailed out promotional material. Please help us by distributing them in your region.

We will be doing posters and signage in Nelson and Castlegar area. We also have a Facebook group and that will be in all the advertising. Please like our page and share it with your friends or on your page to show your clients where to find you. This is a great place to introduce yourself to your customers, promote your product or pictures and meet other vendors. Please invite your friends to the event or promote the link on your page.

Taxes

All artisans are responsible for collecting and remitting their own GST/PST.

US. Exchange Rate

We may get some customers from the US. We encourage you to offer a “better than fair exchange” rate and to decide what your exchange rate is before you get your first customer.

Housekeeping

- No smoking is allowed in the Vallican Whole or 10 feet from any door. If you need to smoke please go into the dedicated smoking area. If you must smoke cigarettes, please deposit your butts in the provided receptacles.
- The Slocan Valley Community Arts Council (SVCAC), the Whole Arts and Culture Faire and/or the Vallican Whole Community Centre (RARTS) are not responsible for the security of your products, Further, SVCAC, RARTS or the Whole Arts and Culture Faire staff and volunteers cannot be held responsible or liable for any theft or damage to any of your display or products. You are responsible for any loss or damage to yourself or property resulting from participation in this market. Your wares are uninsured by the above. It is recommended that all vendors carry their own event and liability insurance.
- If you have any other safety questions let us know.
- Any inappropriate behavior will not be tolerated by the Whole Arts and Culture Faire.
- There will be food available for purchase from the food vendors and the Vallican Whole concession.

**If you have any other questions please email us at
svcartsgmail.com**

Please make sure our email address has been added to your contact list or check your junk mail.

See separate application form.

