

Dockside Festival OF THE ARTS



August 16th, 17th & 18th, 2019

Muskoka Wharf Special Events Field, Gravenhurst, ON

FESTIVAL DATES, TIME & LOCATION:

- Friday, August 16th - 10 a.m. to 6 p.m.
- Saturday, August 17th - 10 a.m. to 6 p.m.
- Sunday, August 18th - 10 a.m. to 4 p.m.
- Public admission is by donation
- Takes place at the Special Events Field at the Muskoka Wharf, Gravenhurst, Ontario (Gravenhurst is located in Muskoka, approximately a two-hour drive north of Toronto following Highways 400 and 11).

VENDOR APPLICATION DEADLINE – JULY 5TH, 2019

EARLY BIRD DEADLINE – FEBRUARY 1ST, 2019 (DISCOUNTED PRICES LISTED ON APPLICATION FORM)

BOOTH SIZES & COSTS INCLUDING TAXES

ARTISAN VENDOR	FOOD VENDOR	GOURMET FOOD VENDOR
10' X 10' = \$290	10' X 10' = \$240	10' X 10' = \$195
10' X 20' = \$475	10' X 20' = \$370	10' X 20' = \$325

ELIGIBILITY

- Applicants must be the designer, creator and producer of the art/craft sold at the Festival.
- Original, unique, one-of-a-kind, handmade and/or skillfully designed articles will be the high priority of the selection process.
- One studio per booth. No booth sharing.
- Kits are not accepted as crafts for the purpose of this show.
- The Jury reserves the right to decide on the appropriateness of work to be included in the show.

HOW YOUR WORK IS ASSESSED

To ensure a well-balanced, high quality show, applications are carefully screened by the Jury who will judge your work based on:

- excellence and identity of design and/or function
- craftsmanship shown
- overall impression

HOW TO APPLY

1. Artist **MUST** submit 5 photos or high res images, (jpeg form 800 x 600) that reflect a cross-section of work. Plus at least 1 photo of your booth set-up. Submitted photos may be selected to be a part of the 2018 Marketing Campaign.
2. Artist **MUST** submit a resume/CV or a short biography (less than 150 words) including other juried shows in which the artist has participated.
3. Artist **MUST** submit a product description of the art/craft and included price points of all products intended for sale at the show.
4. Artist **MUST** submit a cheque payable to 'Gravenhurst Chamber of Commerce', OR call in one of the following valid Credit Cards: Visa or MasterCard with valid expiry date in the appropriate amount. Note: NSF cheques are subject to a \$40.00 fee. You may also send an e-transfer to manager@gravenhurstchamber.com once you've been approved to the show.
5. Send application form, with photos attached and signed to:

Tara Doyle
Gravenhurst Chamber of Commerce
c/o *Dockside Festival of the Arts 2019*
275 Muskoka Road South,
Gravenhurst Ontario P1P 1J1

OR email to: Tara Doyle at marketing@gravenhurstchamber.com OR fill out the online form at www.docksidefestival.com.

BOOTH DETAILS

- All booths have at least two open sides for public viewing and display.
- You are to provide your own equipment, tent/canopy, backdrops, tables, chairs, display cases, etc. Dockside Festival is an outdoor festival and all booths are in direct sunlight. A tent/canopy offers protection from the sun and inclement weather, so it is highly recommended.
- Each vendor booth will receive booth number signage so shoppers can easily locate booths.
- You are asked to bring weights to hold down your tent/canopy in the event of inclement weather. Note: No stakes are permitted in the ground.
- **Booth Numbers are final.** Vendors may not trade booth locations with other vendors at any time throughout the show, nor sublease their booth unless authorized by organizers.
- Booth spaces will be assigned by the festival organizer/management.
- Your booth must be staffed at all times during the Festival.

INSURANCE:

- The Vendor releases the Festival management/organizers and sponsors, along with any volunteers or employees, or agencies from injury or damage incurred by the exhibitor and their agents. Festival management/organizers are released from all liability and responsibility for theft, damage, or accidents with regard to all exhibitor displays prior to, during and/or after the show. **Product liabilities, guarantees, and insurance are the sole responsibility of the exhibitor.**

SETUP & TAKEDOWN

- Setup time begins Thursday, August 15th, 2019 from 1 p.m. to 5 p.m. Early morning setup is also available Friday, August 16th, 2019 from 7 a.m. to 9:30 a.m. Setup must be complete by 9:30 a.m. and all vehicles/trailers moved from the field. The show will open to guests at 10 a.m. on Friday, August 16th, 2019.
- Strike down will begin after show closing on Sunday, August 18th, 2019 as soon as ALL guests have left the exhibitor area. Booth setup WILL remain intact until show closes or you risk the chance of not being accepted in the future. All exhibitors must remove products directly after the show. Be advised there will be NO security after 9 a.m. on Sunday, August 18th, 2019.
- Vehicles ARE ALLOWED to drive on the event field to drop off and pick up their product ONLY before or after show hours. Your vehicle MUST be off the event field 15 minutes prior to show opening time, and may not reenter until all guests have left.
- All garbage must be picked up and properly disposed of before you leave.
- Sorry but NO RV or CAMPING will be permitted on site.

SECURITY

- Security staff will be on duty when the Festival is closed to visitors. The exhibit area will be fenced off and **no one, including exhibitors**, will be allowed to enter the area during that time period without prior consent from the Festival management/organizer.

NO PET POLICY

- For the well-being of the animals, exhibitors are discouraged from bringing their pets to the show. Dockside Festival reserves the right to ask exhibitors to remove their pets from the show area.

CANCELLATION POLICY

- Vendors who withdraw from the event on or before May 10th, 2019 will be issued a refund minus a processing fee of \$20.00. Vendors who withdraw between May 13th and June 14th, 2019 will receive a 50% refund less \$20.00 processing fee. Vendors who withdraw after June 17th, 2019 will not receive a refund. Submitted pictures may still be selected to be a part of the 2019 Marketing Campaign.

FESTIVAL MARKETING

- Your CV/resume or biography, photos and product description submitted with your vendor application may be used to further promote Dockside Festival of the Arts, i.e. Dockside website, Facebook page, etc.
- The Festival management/organizers do not rent, lend, share, trade nor sell its mailing lists with any other individual, corporation or similar cultural organization.

ARTIST/VENDOR TERMS & CONDITIONS

- The merchandise I offer for sale is handmade by me and is of my own original design.
- My vendor booth will be open and staffed for the hours stipulated.
- My booth will be ready and open when show begins, and must remain open until the time of close.
- I will adhere to the setup and tear-down times established by the organizers.
- I will accept all responsibility for collection of government taxes.
- I will accept responsibility for my own merchandise and will arrange my own insurance.
- I accept responsibility for my booth space, including my tent (if applicable) and will ensure it is properly weighed down to reduce the risk of damage to myself or others and their products.

- I release the show management/organizers and sponsors, along with any volunteers, hired/temp staff or employees, from injury or damage incurred by the exhibitor, their exhibit and their agents. Show management/organizers are released from all liability and responsibility for theft, damage, or accidents with regard to all exhibitor displays prior to, during and/or after the show. Product liabilities, guarantees, and insurance are the sole responsibility of the exhibitor.
- I will keep my space in an orderly manner through the entire weekend **and will remove my garbage at the end of the show and food waste daily.**
- I acknowledge that the show management/organizers reserve the right to alter the exhibit floor plan as required without prior notice to me or my consent prior to.
- I further agree that by not adhering to any of the terms, conditions, rules or regulations set out within this application may result in the following:
 - disqualification to the Docksides Festival for 2020
 - dismissal on the premises without reimbursement during the Festival
- I allow submitted jury photos to be used for Docksides marketing materials.
- I will treat all event organizers, vendors and spectators with respect. Concerns will be brought to event organizers.
- I have read and fully understand all terms and conditions.
- **By signing the Docksides Festival Waiver at the bottom of the Docksides Festival Application Form (and the online version), I understand and agree to all terms and conditions in relation to the Docksides Festival of the Arts 2019.**

~Please retain a copy of the Artist/Vendor Terms & Conditions for your files~

Presented by the Gravenhurst Chamber of Commerce

275 Muskoka Road South, Gravenhurst, ON P1P 1J1

P: (705) 687-4432

Email: marketing@gravenhurstchamber.com

www.GravenhurstChamber.com

www.DocksidesFestival.com



