



# Currituck Arts & Crafts Festival

## First Weekend (Saturday and Sunday) in December

You are cordially invited to apply to exhibit your Arts and Crafts in this year's festival, hosted by the Coinjock Ruritan Club, at the Currituck County High School on the **first weekend of December (Saturday and Sunday)**. This is an inside exhibit with booth spaces available.

Booth spaces (9 x 8) lease for **\$65.00**.

Double spaces (18 x 8) are available for **\$120.00**.

Electricity, if needed is **\$10.00**

Tables, if needed are **\$10.00 each**

**DO NOT SEND PAYMENT UNTIL AFTER APPROVAL OF APPLICATION (SEE BELOW).**

Festival dates and times at the Currituck County High School are as follows:

**Saturday: 9:00 A.M. – 5:00 P.M.**

**Sunday: 10:00 A.M. – 4:00 P.M.**

**CHANGES from past applications: DO NOT SEND PAYMENT! Please send in your application by May 31. You will be notified in writing or by email of approval to exhibit no later than June 30, after which time payment can be sent. (SEE PAGE 4 NOTE).**

For returning exhibitors, every effort will be made to assign your space in the same location as the prior year but that is **NOT GUARANTEED and your application must get in early.**

**All new exhibitors will be assigned according to receipt of application.**

**Please make any special requests in writing on the application.**

**Please remit application to:**

**Coinjock Ruritan Club**

**P.O. Box 197**

**Coinjock, N.C. 27923**

**\*\*\*\*\*BY MAY 31\*\*\*\*\***

Will you be donating an item to the auction (this is not a requirement)?

Yes  No

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

ZIP: \_\_\_\_\_

Do you utilize a back-drop or other fixture for display?  Yes  No

**(Needed for our lay-out/set-up process)**

Name of person assisting with your booth: \_\_\_\_\_

Brief description of your work (If you are a new vendor, please include photo/s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Agreement:** I understand that I will abide by the rules of the Currituck County School Board, and Currituck Arts and Crafts Festival. I will not possess any Alcoholic beverages or illegal substances on School property, and I agree **not** to be a party to any action, suit, or claim, loss or injury for any reason whatsoever. **I will not arrive on the school campus before 4PM on the day of set-up (Friday) prior to the event.**

**The Currituck County Schools are a Tobacco Free Zone. I have read and understand the attached rules and will abide by them.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Thank you for helping us support our community,  
Rhonda L. Morris, application contact  
[currituckshow@gmail.com](mailto:currituckshow@gmail.com) (preferred) or 252-312-4433 (cell)

# Rules

## Currituck Arts & Crafts Festival

1. No unloading or setting up will take place until Festival Set-up Chairman is satisfied venue is ready for exhibitors. Set-up time on the Friday before the weekend show will be announced as soon as possible. **VENDORS ARE NOT ALLOWED ON THE SCHOOL CAMPUS BEFORE 5PM FOR FRIDAY SETUP unless we send you a message saying the school is letting you come earlier.** Saturday's set-up time is from 6:30-8:30AM.
2. While parking for unloading, please do not block doors. After unloading, exhibitors will need to park in the parking lot to the left as you leave the entrance.
3. Out of respect for shoppers and vendors, **please** wait until 4:00PM Sunday to begin take down. **At take-down, please clean up all debris from any arts or crafts you may have been working on during the show. Please do not leave wood, shavings, craft supplies, boxes, etc. behind for others to clean up.**
4. Booth locations will be assigned in accordance with the best interest of the show. Every effort will be made to return those exhibitors who participated in last year's festival to the same location. New exhibitors will be assigned according to receipt of application. Coinjock Ruritan Club reserves sole discretion on location.
5. All exhibits must fit into the space allotted. Please be considerate of your fellow exhibitors so that visibility and access by customers to them is clear. Use of backdrops for exhibiting must be identified on the application.
6. Payment in full is requested, with completed applications, one month prior to the date of the show. Any applications received after this date may result in loss of previous space.
7. Each exhibitor is asked to donate one item for the silent auction. **This is only a request.** At the exhibitors' discretion, all profits will be used to support community projects.
8. **No refunds** will be issued for cancellations received **within two weeks of the show.** Extenuating circumstances will be considered.
9. **No commercial products will be permitted for re-sale. 75% of all products being exhibited, or for sale, must be made by the exhibitor or their organization.**
10. **Tables are limited; please ensure any table requirements are identified in the registration application.**
12. New vendors must submit a photo of their work with application, unless previously contacted by the Chairperson.
13. Sale of T-shirts, hats, sweatshirts, or head apparel of any kind, is prohibited.
14. Currituck County Schools are **Tobacco Free Zones**. Please abide by all posted signs/placards. Alcoholic beverages or illegal substances are not permitted at any time on any school properties.
15. **NO RAFFLES** by vendors are allowed.

**I have read and fully understand all rules and regulations pertinent to the Currituck Arts & Crafts Festival**

PRINTED NAME

SIGNATURE

DATE

**PLEASE NOTE: The show may fill up far ahead of the deadline  
so PLEASE GET YOUR APPLICATIONS IN AS SOON AS  
POSSIBLE.**

- ❖ New vendors who didn't make it in this year will be getting applications in this winter, so PLEASE get yours in early to get a space. We love seeing our regular vendors and want to see you all here next year!
- ❖ That said, the show must be **FIRST COME, FIRST SERVE.** Out of fairness to all, we simply cannot make exceptions to that rule.