

Floyd County Arts and Crafts Festival Regulations  
2018

1. Items for sale should include only original handcrafted items. The Exhibits Committee may reject any items they consider inappropriate for display.
2. For the 2018 festival on October 6 and 7 vendors may check in and set up on Friday evening Oct. 5th from 5:30 to 8:30 P.M. Please be out of the building by 9:00 PM. Vendors may set up on Saturday morning beginning at 7:00 AM.
3. Please check in at the registration table in the lobby upon arrival. Vendors will be given a name tag to wear at all times during the festival hours.
4. Vendors must supply their own tables, chairs, and tents or canopies. Please do not drag items across the gym floor to avoid damage to the wooden floors. All vendors are expected to clean up and remove any trash around their space before leaving.
5. Please note on your registration form if you need electricity as this affects your space assignment. You will need to bring your own heavy duty extension cord. (100 feet if possible.) Electrical hook-ups for outdoor spaces will be supplied upon request and a school custodian must implement the connection.
6. No exhibits will be permitted to obstruct the walkways. No person will be allowed to move into another person's space without permission from the Exhibits Committee. If vendors do not occupy their space by 12:00 noon on Saturday without notifying the sponsors, spaces will not be available either Saturday or Sunday. Emergency sponsor contact number during festival hours for festival weekend is (540) 392-4664 or Susan Leonard (540)250-8486. Vendors must stay with their exhibits until the festival is closed to the public. Please do not pack up and leave early unless it is an emergency.
7. Each vendor is responsible for his or her own VA sales tax.
8. Cancellations must be made in writing before Sept. 19, 2018. No refunds will be given after this date. Refunds are not issued in case of inclement weather.
9. No smoking (VA state law) and no pets allowed (service dogs permitted) on school premises, inside or outside the buildings. No open lighted candles are allowed inside buildings.
10. **FOOD VENDORS:** Vendors who sell food to be consumed on the premises will be charged a flat fee of \$100.00 per space for the number of spaces needed. No other fee will apply.
11. All vendors are encouraged to park at the Floyd County Recreation Park on Route 8 and be brought in by shuttle bus on Saturday and Sunday. A limited number of parking spaces are available onsite for those who must replenish stock. The bus will run continuously from 7:30 AM to 6:00 PM on Sat. and from 11:00 AM to 6:00 PM on Sun. if you need to return to your vehicle for supplies.
12. No vehicles are to park on the grass that joins the front of the building without the consent of the Exhibits Committee. Unauthorized vehicles left overnight on the school property will be towed at the owner's expense.
13. The GFWC Floyd County Woman's Club will not be responsible for theft or damage of any belongings of the exhibitors during the festival. The club provides a security guard on the premises both Friday and Saturday nights.
14. The GFWC Floyd County Woman's Club reserves the right to deny any vendor application for any reason.
15. The GFWC Floyd County Woman's Club has the right to ask any vendor to leave at any time for any reason (example: not selling handcrafted items). In the event that the club has to exercise this right, the vendor will not be given a refund for the space fee.