Oil Heritage Artisan & Fine Craft Festival

Oil City, Pennsylvania

July 25 & 26

Friday & Saturday

In conjunction with the 36th Annual Oil Heritage Festival

2014 Oil Heritage Artisan & Fine Craft Festival "Call for Artists"

2014 Oil Heritage Artisan & Fine Craft Festival "Call for Artists"

APPLICATION TO EXHIBIT

Dear Applicant,

Our Festival Committee is proud to invite you to Oil City, Pennsylvania on July 25th & 26th. The 36th Annual Oil Heritage Festival is truly a destination spot in late July for people who enjoy historic and scenic areas.

From city residents and business-people, to former residents and tourists, the Oil Heritage Festival invites people of all ages to a weekend of summer entertainment. The traditions of the festival date back to 1978 and include a large festival parade, all-day concerts in the park, fireworks displays and over two-dozen other summer-fun festival events.

Our downtown main street (Seneca Street) is the hub of all festival activity, and is the perfect spot for our artisan festival. The street-fair puts our vendors directly in our business district , in close proximity to parking, food vendors, and concerts.

The show typically takes on a quaint atmosphere and we hope to continue to add to its charm. Advertising will include local, regional, and national newspaper, internet, magazine, and radio advertisements.

Please find enclosed a vendor application. We hope you will elect to apply to our show. If you have any questions or need assistance, please contact our office.

ph: 814.676.8521
tf: 800.726.7040
e: chamber@venangochamber.org

www.oilheritagefestival.com

CONDITIONS OF THE SHOW & REQUIREMENTS

VENUE DETAILS

- Outdoor, street-festival
- Booths are located on pavement, **please bring appropriate tie-downs, weights, etc for tents, canopies or displays**
- Electricity is available to all vendors for $10/booth
- 12' x 12' space with 1'-2' between all vendors
- Free parking for vendors
- The show is able to accommodate parking for oversized vehicles
- No cars, trucks, trailers, or other vehicles permitted on the street at any time other than setup
- *Overnight security* will be provided, however, the Venango Area Chamber of Commerce and/or City of Oil City will not be responsible for any damage, theft, or injury to vendors person or property.
- Location requests will be considered but are not guaranteed. The final booth space assignments with specific information for setup and parking will be mailed out two-weeks prior to the show.

APPLICATION DEADLINES (POSTMARKED)

June 2, 2014

APPLICATION FEES

Returning Vendors $40
New Vendors $50
Returning vendor bringing in a new vendor - $50 for both!
ELECTRICITY: $10 (OPTIONAL)

APPLICATION PROCESS

- Vendors must provide **PAYMENT** for total amount due
- If paying by check, there is a $25 fee for each NSF returned check
- All checks should be made payable to: "Venango Area Chamber of Commerce"
- Cancellations prior to **JUNE 16, 2014** will receive a refund of booth fee. No refunds for cancellations after **JUNE 16, 2014.**

2014 Oil Heritage Artisan & Fine Craft Festival "Call for Artists"

ACCEPTABLE ART & FINE CRAFT ITEMS

- Art Glass
- Pottery
- Baskets
- Hand-woven clothing & accessories
- Decorative hand-painted fine crafts/folk art
- Dried Flowers/Herbal Products
- Furniture
- Fine Arts
- Hand-crafted jewelry
- Leather/sheepskin products
- Metals
- Hand-crafted musical instruments
- Photography
- Quilts
- Rugs
- Handmade wooden toys
- Food (artisan quality, attractively packaged)

All items must be handcrafted by the artisan present

NON-ACCEPTABLE ITEMS

- Packaged kit-type crafts
- Plastic craft items
- Resale items
- Yard sale items
- Gently used items
- Raffles

SET UP

The Oil Heritage Festival Artisan & Fine Craft Festival is held **RAIN OR SHINE.**

Vendors will setup on **FRIDAY, JULY 25** from **7am-10am.** Vendors must be completely setup by the start of the festival at 10am. Vendors must have their booth open during the festival operation hours.

FRIDAY, JULY 25: 10am - 7pm
SATURDAY, JULY 26: 9am - 2pm

Please be prepared for inclement weather with rain covers, tie downs, and weights.

When you arrive, you will be greeted by a festival volunteer who will direct you to your space. We ask that vendors pull into their space and unload items onto the sidewalk, then park your vehicle in the adjacent parking garage. Festival volunteers will be on site to assist in assembling tents and unloading vehicles.

BOOTH DISPLAY

All spaces are outdoors, on pavement. Not all spaces are completely level. Vendors are advised to bring leveling devices for displays. Tents, tables, chairs are not provided. All tents must be flame retardant and comply with fire safety guidelines.

Booth appearance must adhere to a family-festival atmosphere. Extra stock and storage boxes should be stored neatly and if at all possible, not visible to the public. No smoking is allowed in or adjacent to festival booths.

We ask that vendors selling musical instruments, refrain from playing loudly. Instruments will not be permitted to be amplified in any way. This is in effort to make a pleasant selling environment for all vendors.

TEAR DOWN

Vendors are asked to not begin tearing down until **2pm** on Saturday, July 26th. The **Oil Heritage Festival Parade will begin promptly at 5pm**, so all vendors must have booths dismantled and exit the street by **4:15pm.** To make tear down quick and efficient for all vendors, we ask that you dismantle your tent, break down your tables, pack up supplies and place everything on the sidewalk. Then, you may retrieve your vehicle, pull into your space, load your items, then exit the street. Pulling into your space will alleviate traffic jams on the street. Festival volunteers will be onsite to assist vendors with tear down.

VENDOR BENEFITS

- Free parking for oversized vehicles
- Free website listing on the Oil Heritage Festival website
- Free coffee during setup
- Overnight security provided
- Affordable space fees
- Large booth space

SPACES ARE ASSIGNED ON A FIRST-COME, FIRST-SERVED BASIS.

QUESTIONS? 1.800.726.7040 OR CHAMBER@VENANGOCHAMBER.ORG

FRIDAY, JULY 25 (10AM-7PM) & SATURDAY, JULY 26 (9AM-2PM)

CONTACT PERSON: _____ **BUSINESS NAME:**_____

ADDRESS: _____ **CITY:** _____ **STATE/ZIP:** _____

PHONE: _____-_____-_____ **CELL:** _____-_____-_____ **EMAIL:** _____

WEBSITE: _____ **PA SALES TAX LICENSE #** _____

AVERAGE # OF SHOWS EACH YEAR: _____

ART & FINE CRAFT ITEMS (Please checkmark all items to be sold)

_____ Painting	_____ Paper	_____ Wood	Other (please describe in detail)
_____ Glass	_____ Photography	_____ Leather	_____
_____ Clay	_____ Sculpture	_____ Metals	_____
_____ Fiber	_____ Jewelry	_____ Mixed Media	_____

NON ACCEPTABLE ITEMS: PACKAGED KIT-TYPE CRAFTS, PLASTIC CRAFTS, RESALE ITEMS, YARD SALE ITEMS, GENTLY USED ITEMS, RAFFLES

EXAMPLES OF WORK/BOOTH DISPLAY

Four (4) photographs must accompany this application. Acceptable formats: actual photographs, or CD's (jpg, gif files). No slides, please. Images will be returned if a SASE is enclosed with application. Please number each photo to correspond to the numbers below. Please describe images of art or fine crafts and/or booth on the lines provided below.

PHOTO #1 (ART/FINE CRAFT): _____

PHOTO #2 (ART/FINE CRAFT): _____

PHOTO #3 (ART/FINE CRAFT): _____

PHOTO #4 (BOOTH): _____

_____ YES, I ALLOW THE OIL HERITAGE FESTIVAL TO USE THE PHOTOS PROVIDED FOR PROMOTIONAL PURPOSES

PAYMENT INFORMATION (Checks should be made payable to: "Venango Area Chamber of Commerce")

POSTMARKED ON OR BEFORE JUNE 2, 2014

BOOTH FEES PER SPACE

RETURNING VENDOR $40_____ NEW VENDOR $50_____

RETURNING VENDOR + NEW VENDOR $50 TOTAL _____ (EACH MUST SUBMIT AN APPLICATION AND SUBMIT TOGETHER)

X _____ # OF SPACES

ELECTRIC **$10** (PLEASE CIRCLE): YES NO

CREDIT CARDS ACCEPTED: CARD # __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ EXP DATE: ___ /___ 3 OR 4 DIGIT CODE: __ __ __ __

VISA/MASTERCARD/DISCOVER/AMERICAN EXPRESS

GENERAL RELEASE & ACCEPTANCE OF RULES

I hereby agree to the rules set forth on the enclosed information sheet. I understand that, if I fail to comply with the rules of the festival, I may be asked to leave and that booth space is non-refundable. I understand that, if my vehicle is parked illegally or if I fail to display my Vendor Parking placard in my vehicle, my vehicle will be ticketed and/or towed. I hereby relieve the Venango Area Chamber of Commerce and its agents and/or the City of Oil City from any responsibility for damage, theft, or injury to myself, my agents, or property during Oil Heritage Festival.

(SIGNED) _____ DATE ____ /____ /_____

MAIL COMPLETED APPLICATIONS TO: **OIL HERITAGE FESTIVAL, 41 MAIN STREET, OIL CITY, PA 16301**

QUESTIONS? 1.800.726.7040 OR CHAMBER@VENANGOCHAMBER.ORG

FOR OFFICE USE ONLY

DATE RECEIVED: _____ /_____ /_____ **CHECK AMOUNT: $**_____ **CC PROCESSED:** ____ /____ /____

COMMENTS: _____