

# 2018

## OAK HARBOR MUSIC FESTIVAL

AUGUST 31-SEPTEMBER 2

# ARTS AND CRAFTS VENDOR GUIDELINES

### Important dates:

- Application Open: Now
- Application Deadline: Applications are accepted until spaces are full.
- Vendor check in and Set up: Friday, August 31, 1-5 PM
- Booths Open: Friday, August 31, 5:00 PM- 8 PM (later if you want)
- Booths Open: Saturday, September 1, 11 AM-6 PM (later if you want)
- Booths Open: Sunday, September 2, 11 AM-6 PM
- Booth Take Down: Sunday, September 2, 6 PM

### Guidelines:

- Set up must be completed by 5:00 PM Friday, August 31.
- No vehicles will be allowed on Pioneer Way after 5:00 PM Friday until 6:30 PM Sunday.
- Vendor must be open during hours stated above. NO early closing or early take down.
- Arts and Crafts Vendors: All work must be made by the artist. NO Agents. NO imported items.
- Must provide your own tent and displays. Be prepared for wind and bring something to anchor your tent. You cannot anchor to the street.
- NO electricity is provided.
- There will be on site security at night but your tent and items in your tent are your responsibility.
- Please help keep our Historic Downtown clean by removing all garbage when you leave.
- You are responsible for your sales and collecting and reporting of sales tax (8.7%).
- NO Commission will be taken.
- Booth numbers will be assigned please display them on your booth.
- You will receive a parking pass. Please display on your dashboard.

### Cancellation Policy:

No Refunds.

The Oak Harbor Music Festival, the City of Oak Harbor and any sponsors or volunteers will not be responsible for any damages whatsoever occurring to booths, products, property, or loss or injury to person(s) as a result of participation in the Oak Harbor Music Festival.

**The Oak Harbor Music Festival requires vendors to carry liability insurance. A Certificate of Liability Insurance must cover \$100,000 minimum, naming the Oak Harbor Music Festival as Certificate Holder for the dates of August 31-September 2, 2018. Ask your insurance carrier to send your Certificate of Liability Insurance by email to [artsandcrafts@oakharborfestival.com](mailto:artsandcrafts@oakharborfestival.com) before July 31, 2018 or send a copy in with your application.**

For more information email [artsandcrafts@oakharborfestival.com](mailto:artsandcrafts@oakharborfestival.com).