



# THE VILLAGE GREEN

## Cashiers Valley Leaf Festival Columbus Day Weekend October 6-8, 2023

### Artisan Application

Name \_\_\_\_\_ Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ Cell \_\_\_\_\_

E-mail (required) \_\_\_\_\_

**Circle the category that describes your work:** Fine Art Jewelry Sculpture Pottery  
Photography Wood Basketry Metal Craft  
Other (*Please Specify*) \_\_\_\_\_

\_\_\_ Electricity Needed (\$75 for one 110 Outlet) \*Limited Availability\*

### **Send this Application (this page only with Signature) along with the following:**

- (1) If you did not apply in 2022, please send three quality photos of your work, including one showing you creating your work and one additional photo of your booth,
- (2) Check for each 10 x 10 Booth Space \$325.00: Add \$75 for Electricity

**Make Check to:** The Village Green **Mail to:** P.O. Box 2201, Cashiers NC. 28717 (*If you are not accepted, your check will be mailed back to you.*)

**Application Deadline: August 30<sup>th</sup>, 2023**

**Applications after this date, if accepted, will be charged a \$25.00 late fee.**

All work of applying artists must be the original work of the artist. No kits or buy/sell items will be accepted into this show under this Artisan application. The Village Green reserves the right to accept area merchants participating in the designated "Merchant Area" of the festival.

The Village Green sponsors and facilitates the operation of the Cashiers Valley Leaf Festival.

I agree to hold The Village Green free and harmless from any claims and liability relating to any injury, damages, or theft caused by persons or property while said premises are occupied under this agreement. This includes damage, injury or loss of any type from the time of setup until the removal of exhibits. The Village Green cannot be held liable if any portion of the event must be canceled due to circumstances beyond its immediate control.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*I have read page 2 and agree to comply with the professional standards set forth. \_\_\_\_\_ initials.*

**Keep this page for your records and send completed Page 1 with check and photos (if required).**

**Show Times & Hours:** Friday and Saturday: 10:00 am - 5:00 pm. Sunday: 10:00 am - 3:00 pm.

Food Vendors will be tearing down and leaving the parking lots from 2:00 –3:00 pm on Sunday.

**Setup:** Thursday October 5, 2023 - 7:00am to 4:00 pm. \*More details will be sent to accepted vendors\*

**Please note: Friday set up is not available. Overnight security will be provided Thursday, Friday & Saturday.**

**Please Note: No driving vehicles or golf carts on grass anywhere on the premises except for those used by Festival workers.**

**Professional Standards:** All participants are expected to conduct themselves in a professional manner. Breakdown may begin at 3:00 p.m. on Sunday, not before.

**Pets:** The Leaf Festival is held in a pet friendly area. Many attendees bring pets to the event. Therefore, due to liability issues, vendors may not bring pets.

**Smoking:** As a courtesy to fellow Artists/Merchants and festival attendees, please do not smoke or use tobacco products in or around tents.

**Cleanup:** Please cleanup around your area after tear down and before leaving to make sure all garbage is put in nearby containers.

**Sales Tax:** All artists are responsible to collect and submit payment to the North Carolina Department of Revenue. North Carolina and Jackson Country combined tax is currently 7%.

**Booth Standards:** White Tents only must be used by all participants. No other colors are permitted. Festival information tents and food tents may use approved colors. Tents must be staked and secured in a safe manner for a grass surface. Please **invest in a durable, sturdy tent with wind vents**. While lightweight pop-up tents may seem like an economical arrangement, we have seen these kinds of tents blow over, bend, twist, collapse, and rip with only minimal wind gusts. When set up in close quarters with your fellow artists, a tent that blows over can have devastating effects on neighboring tents, even if their tent is otherwise sturdy and secure. Wind vents are crucial because they allow wind to blow through your tent rather than blowing it away. Decorating with a fall theme is encouraged. The layout allows for ample room behind tents for storage of additional product and other items. These items should be kept neat and orderly. No generators are allowed.

**Booth Fee:** \$ 325.00 per 10 x 10 space. Add \$75.00 for Electricity. Electricity is limited in quantity and location. **Your checks will be deposited after the jury has accepted your application.** If your application is declined, the checks will be returned. **Booth spaces are reserved by vendor tenure.**

**Application:** Please provide completed application and photos as listed above (digital images preferred). **Artists will receive a notice of acceptance or declination within three weeks of receipt of the complete application and payment.** The Final Application deadline is August 30th, 2023. Applications received and accepted after this date, will be assessed a \$25.00 late fee.

**Cancellation Policy:** In the event a participant must cancel after August 30th, 2023, no refunds will be given. **This is a Rain or Shine event.**

**For additional information:**

Please contact: Shelby Batchelor, Event Coordinator, The Village Green

Tele: (828) 743-3434 (Preferred contact) Email: [Shelby@CashiersGreen.com](mailto:Shelby@CashiersGreen.com)

Website: [villagegreencashiersnc.com](http://villagegreencashiersnc.com) Facebook: [Facebook.com/cashiersgreen](https://www.facebook.com/cashiersgreen)