

Fair Grove Heritage Reunion 2023

Craft and Food Vendors

Booth Guidelines and Regulations

September 23 & 24, 2023

The Fair Grove Heritage Reunion is a traditional festival where legitimate crafts people can display and sell their crafts. To preserve this tradition, The Heritage Reunion is a juried show with the following guidelines for all craft vendors.

GENERAL BOOTH GUIDELINES:

1. Booth rental fees are for each 10' x 10'(more or less) booth space. Booth fees are non-refundable except for unusual circumstances. **Fees will not be refunded after August 1st.**
2. Application fees include a charge for a mandatory City of Fair Grove temporary crafter license. This license will be used by the reunion staff for the city. Your crafter's license will be in your packet when you check in. Display this license in plain view in your booth during the festival.
3. All tent stakes, tables, and props shall be kept inside the 10' x 10'(more or less) booth space. Walkways must be kept clear for foot traffic.
4. A single crafter parking permit is included in the cost of each application. Due to limited parking space, extra parking permits will cost \$10.
5. Electricity, 20-amp service, is available for a limited number of booths. Electricity will be approved on first come, first-served basis.
6. You will receive by e-mail either a confirmation of your acceptance as a vendor, or a rejection of your application.
7. Vendors may not begin removing their displays on Saturday or Sunday evening until Event is announced as closed for the day. Closing a booth early could result in expulsion from Event.

CRAFT BOOTH REQUIREMENTS:

1. **Handmade Crafts Only:** All products must be handcrafted and indigenous to the Ozarks. All work should be made by hand or with the use of necessary tools.
2. **ABSOLUTELY NO OFF-THE-SHELF, RESALE OR MANUFACTURED ITEMS:** At no time during the festival may commercial kits or supplies be displayed or sold.
3. **COMMERCIAL, RETAIL, INFORMATIONAL, DIRECT SALES OR POLITICAL BOOTHS:** These are specifically prohibited.
4. **Photographers and Authors:** Photographers cannot take orders and all their photography must be available for sale. Authors may only sell their own books and the author must be present.
5. **Description on booth space and crafts:** Describe the type of crafts in 15 words or less on the application form. This will also be used in booth description for the promotional book.
6. **Photographs:** Include 1 photo of your booth setup, and 3 photographs of items to be sold. Please submit them with your application. They may be printed on the back of the application. The photographs will be used to determine the acceptability of proposed crafts for this festival. Photographs will not be returned. The photographs help us try not to locate the same type of vendor right next to each other.
7. Craft vendors must provide their own display, tables, chairs, and tents.
8. Items that could fire a projectile are prohibited.

9. All craft vendors will be **JUDGED AND SECRETLY SHOPPED** during the festival weekend. The Jury committee will be appointed by the Heritage Reunion staff and any decision of the jury is final.
10. Booth rental fee is not refundable if vendor or vendor's merchandise is excluded or rejected from the festival.

APPLICATION PROCEDURES

Any vendor seeking a booth must submit the application together with the following:

- ✓ Check or money order for each booth requested, fee for electricity, and extra parking spaces.
- ✓ Photographs of work. Great to print on back of application or printer paper.

FOOD BOOTH REQUIREMENTS (EDIBLES AND CONCESSIONS):

Any booth containing a food item or beverage is required a food booth fee

1. List your menu on the application form.
2. We will need the size of your trailer, including hitch and serving window location. A simple sketch is helpful.
3. The number of food booths is limited by the Heritage Reunion Staff. Priority is given to local Fair Grove non-profit organizations. Second priority will be returning vendors that submit application within 30 days after the end of previous year's Reunion.
4. Food vendors must abide by Greene County Health Department regulations. Those rules and forms are available by calling 417-864-1017 weekdays. **All paperwork and fees must be received by the Health Department no later than September 1. The Health Department will inspect all food booths.**

MISCELLANEOUS GUIDELINES:

1. **CHECK-IN STARTS AT 12 NOON ON FRIDAY.** No craft vehicles and/or trailers are allowed in the crafter parking area or event grounds until 12 noon Friday.
2. Set-up time on Friday is from 12 noon until 8:00 p.m. Booth vendors on the square and up Main Street cannot begin setting-up until 5:00 p.m. Friday.
3. All vendors must check in by 8:00 p.m. on Friday. At this time, any empty spaces will be assigned to next vendor on the standby list.
4. The Heritage Reunion steering committee prefers that you demonstrate your craft in your booth if possible. Such demonstrations generate crowd enthusiasm.
5. The Heritage Reunion is a family event. Only items deemed appropriate for the public will be allowed for display and sale. The sale and/or use of alcoholic beverages are specifically prohibited.
6. All vehicles must be out of the festival grounds by 8:00 a.m. on Saturday and Sunday. Vehicles will not be allowed back into the festival area until the booths close at 6:00 p.m. on Saturday and 4:00 p.m. on Sunday.
7. Main Street is closed to automobiles during event hours (8:00-6:00 Saturday, 8:00-4:00 Sunday). Main Street will be one way up the hill (north to south) immediately following the event.
8. Absolutely no 4-wheelers, side-by-sides, or electric scooters will be allowed in the festival grounds during the event. Unless operated by event staff.
9. The Fair Grove Heritage Reunion is a pet-friendly event and should be respected as so.