

2024 WVSF Craft Show Guidelines

1. This year's show will take place Thursday May 16th, Friday May 17th, and Saturday May 18th, 2024 and will run 12pm-8pm daily.
2. The location of the show will be the **Stockert Youth & Community Center located at 79 E Main St. Buckhannon WV 26201.**
3. Set up will be Wednesday May 15th from 12 pm – 4 pm and Thursday May 16th from 10am – 12pm prior to the show. **ALL** booths **MUST** be set and ready to go by 12pm.
4. Tear down will be immediately following the end of the show on Saturday May 18th.
5. This year we will offer **OUTDOOR** spaces. Electric will **NOT** be provided for outdoor spaces. Tables, chairs, tents/canopies, etc will **NOT** be provided. Outdoor spaces **MUST** be taken down/packed up at the end of each day as we do not have security to monitor your items after the show closes.
6. Indoor spaces will be available and are of a limited quantity. **No more than 2 spaces per crafter due to limited spaces.**
7. **ALL spaces are 8x8. The Fee for an indoor space is \$100 per space for all three days. Outdoor spaces are \$65 per space for all three days.** (its cheaper because you must tear down every evening)
8. This is a three-day event, all vendors are required to attend all three days, unless otherwise approved by Matasha Weaver.
9. Electricity will be available for indoor vendors **ONLY**, is very limited and will require sharing. Extension cords will **NOT** be provided.
10. Tables, chairs, background materials, displays, table clothes, etc. **WILL NOT** be provided.
11. Spaces **WILL NOT** be reserved until application, guidelines, and vendor fee has been received and approved.
12. **NO** vendor fee will be refunded if not canceled by May 1st 2024. All refund may take 2-3 weeks to process and be mailed. **No cash refunds!**
13. **NO** vendor may tear down early without prior authorization from a WVSF board member. Leaving early may result in the vendor not being invited back to any future WVSF vendor event.
14. Aggressive or violent behavior toward other vendors, customers, or WVSF board members **WILL** result in the vendor being asked to leave immediately and they will be banned from returning to any future events!
15. Signs for advertisement are provided by the WVSF and should not be tampered with, added to, or removed. Vendors **should not** make their own signs to place outside for advertisement! Any vendor who does this will be asked to remove the sign and could be asked to leave the show immediately.

16. Neither the festival, nor any representative thereof is responsible for any exhibited items, damages, theft, or losses. Security **WILL NOT** be provided at this space; however, the gymnasium will be locked at the end of each day.
17. Items displaying offensive, derogatory, explicit, or illegal materials are strictly prohibited. Any vendor displaying such items will be asked to remove items from their display.
18. The use of alcohol or illegal substances is strictly prohibited. Furthermore, any vendor caught using such substances will be asked to leave the show and will forfeit any booth space at future events.
19. **HAVE FUN! LET'S MAKE THIS ANOTHER AMAZING YEAR!**

By signing below, I hereby apply to be a vendor at the 2024 WVSF craft show. I understand that I am fully responsible for setting up, tearing down, and maintaining my booth space. I understand that by signing below I am agreeing to these rules and guidelines and that failure to comply with any of the above listed guidelines will result in my, the vendor, not being invited back to future shows.

Printed Name: _____

Signature: _____

Date: _____