

JOUR de FETE
ANNUAL ARTS AND CRAFTS FESTIVAL
SECOND FULL WEEKEND IN AUGUST
AUGUST 11 & 12, 2018
10:00 A.M. TO 6:00 P.M. Saturday
9:00 A.M. TO 4:00 P.M. Sunday

ENTRY FEE: \$125.00 per space, non-refundable and non-transferable. The deadline for same space applications is March 15, 2018. APPLICATION DEADLINE: JULY 25, 2018. Applications received after post marked date of July 25, 2018 will be accepted at the discretion of the JDF committee. A 25.00 fee will be assessed on all returned checks.

GENERAL INFORMATION: The Jour de Fete Committee invites you to participate in what has grown to be one of the largest outdoor arts and craft festivals held annually in the historic community of Ste. Genevieve (c1735). The City of Ste. Genevieve will collect City Sales Tax of 8.775%. This is the current rate. Please check tax chart in your packet for any change.

NEW POLICY AND RULES:

1. Application and fees should be mailed to: Jour de Fete Arts and Crafts Festival, P.O. Box 132, Ste. Genevieve, Missouri 63670 Your cancelled check will be your acceptance into the show. See #6 for further information.
2. Please enclose with applications detailed description and photos of items you will offer for sale. Anything not listed on application will have to be put away the weekend of the JDF and not sold. There will be JDF officials walking around and checking. The JDF will not tolerate any bad conduct. This will result in being dismissed from the JDF with no return in the future.
3. The JDF committee will return entry fees if your items are rejected by the jury committee upon receipt of application. The JDF committee has the right to reject any items.
4. Renewed applications: In order to ensure same spot for the next year, applications must be received by March 15th, with same spots being assigned as permitted by fire codes and booth locations being relocated.
5. All entries are juried by JDF craft committee and will be placed in the show accordingly. **NO CRAFTER WILL BE ALLOWED TO EXCHANGE OR MOVE THEIR BOOTHS FROM THEIR ASSIGNED SPACE.**

6. Packets will be mailed to everyone after July 15. Packet to include the following items: Parking Pass, Space Card No., Sales Tax Chart, Map, and Electric Tag. Everyone must bring their packet with the contents sent to them to the show with the necessary items. This is your responsibility or no setting up is allowed. Your cancelled check is confirmation of entry payment.
7. Crafters must be set up by 9:00 a.m. Saturday and Sunday.
8. **You must attend both Saturday & Sunday of the event. THERE WILL BE NO EARLY DEPARTURES. Anyone leaving their space before 6:00 p.m. on Saturday or 4:00 p.m. on Sunday will not be allowed to return the following year.**
9. All crafters are responsible for setting up and tearing down their own displays. Please respect all private property. Please DO NOT bind your tents or attach merchandise to any private property.
10. All locations must unload your crafts as quickly as possible and park your car and then set up. Any cars blocking alleys or driveways will be towed away.
11. At the end of the show, all crafters must be packed up and tent torn down before retrieving vehicles to load up. Crafters are responsible for cleaning and disposing of trash from their booth area.
12. No crafters will be allowed to sell any type of food or drinks during the event weekend.
13. No crafter will be allowed to sell any items outside of their assigned booth space.
14. No canopy overhangs allowed past designated area, no vendor booth, craft item, or object may block a building entrance/doorway by order of the Ste. Genevieve Fire Department. This will be enforced. There is to be nothing set up in front or on the sides of the stands. The JDF may change some of the space sizes to accommodate large tents, therefore resulting in moving of spaces for some vendors and a cost increase as well. It is the vendor's responsibility to notify us on the application if this is needed.
15. All crafters with electric must have a fire extinguisher in booth.
16. Registration for the weekend event must be done before setup can be started. **YOU MUST HAVE YOUR SPACE CARD**, this will be enforced and checked by a JDF official. Everyone must post their space card visible for the JDF officials to see at their locations. If anyone is incorrectly set up, you will be required Saturday morning to tear down and re-set up. This applies to all crafters. There will be no switching of

spaces allowed after mailing of information. This will result in dismissal from the event.

17. **STREET BOOTHS:** Displays maybe set up after 6:00 p.m. on Friday of the weekend event **ONLY** after you have checked with a JDF official at the Welcome Center at 66 S. Main St. Saturday morning at 5:30 a.m. until 8:30 a.m. check in with a JDF Official at 3rd & Market St.
18. **MOSES AUSTIN PARK BOOTH-** Displays may be set up after 2:00 p.m. on Friday of the weekend of the event and after you have checked with a JDF official at the park or the Welcome Center at 66 S. Main St. No exceptions. Friday evening inspections will start at 6:30 P.M.
19. All booths are in the open so bring along materials to cover your displays in case of rain. This is not JDF committee responsibility.
20. Vendors needing electricity will be charged an added fee of \$10.00 and should specify their needs on application form as requested. Vendors must bring their **own** 100 foot electrical cord with surge protector. A tag will be issued to those paying the electric fee. The tag shall be placed on the plug end of the extension cord. One plug in per \$10.00 charge
21. No special arrangements can be made with JDF due to location of space.
22. JDF Committee and their members assume no **RESPONSIBILITY** for loss or damage to person or property.

REFUND POLICY:

1. **If you properly notify us of your need to cancel before June 15, a refund will be given. After June 15 you may rollover your space ONLY to the following year, if you submit a completed 2019 application. NO REFUNDS AFTER JUNE 15, 2018.**
2. **If you have not arrived to set up by 8:00 AM on Saturday morning and have not contacted us, you will forfeit your booth and all fees you have paid.**
3. **You may contact us at stegenjourdefete@gmail.com or for additional information see our website at saintegeneviejourdefete.com**

JOUR de FETE ARTS AND CRAFTS FESTIVAL ENTRY FORM

Fill out and return with your check made payable to: JOUR de FETE ARTS AND CRAFTS FESTIVAL PO Box 132, Ste. Genevieve, MO 63670

Name _____

Business Name (If Have) _____

Address _____

#Yrs.Attended _____

City, State & Zip _____

Phone # _____

E-mail _____

BOOTH # last year _____

Please make sure email address is printed clearly.

Number of Spaces needed _____ (10x12 \$125.00 per space).

Amount Enclosed \$ _____

_____ Please check if we have your permission to give out your information to potential customers or other festivals.

Special Requirements (Please Circle) Electricity Needed Yes No 110V 220V (NOTE: \$10.00 extra charge for electricity) Grassy Area Yes No Pavement Yes No

DESCRIBE MEDIA ENTRY (Include photos if available – Circle appropriate items)
Wood Furniture Ceramics Dolls Clothing Baskets Garden/Yard Wood Products
Silks/Dried Painting Pottery Primitive Stone/Concrete Wall hangings Quilts
Leather Americana Fabric Craft Jewelry Lotions/Soaps Toys Holiday
Iron/Metal Candles Soft Sculpture

Description & short description of how made (please describe other products with wood so we do not put you next to same type of crafter)

LIABILITY STATEMENT I hereby release the City of Ste. Genevieve, Citizens Electric Corporation, private property owners, the Jour de Fete Committee and its individual members from responsibility for damage to the arts and/or products displayed and my personal possessions as well as for any personal injury to myself. I am also responsible for any injury to occur in my booth. I also agree to indemnify and hold harmless said organizations and individuals for any damage or injury which may result from the sale or display of my art work and/or products.

Signature _____

Date _____

Jour de Fete Use Only Ck# _____ Date _____ Initials _____