



Christmas Under the Oaks
31st Annual Arts & Crafts Show
Presented by GFWC Clearwater Junior Woman's Club, Inc.
www.ClearwaterJuniors.org

Christmas Under the Oaks is an excellent opportunity for artists, craftsmen, and shops to display a wide variety of handmade gifts and crafts to kick off the holiday shopping season in a beautiful waterfront setting. The Clearwater Junior Woman's Club is a non-profit volunteer community service organization dedicated to the betterment of local community.

Every dollar raised by Christmas Under the Oaks goes back into the community!

Saturday, November 15, 2008 and Sunday, November 16, 2008

- Date:** 9:00 AM to 4:00 PM
Hours:
Location: Coachman Park, downtown Clearwater, Florida (waterfront park at the corner of Drew & Cleveland St.)
Fees:
Your Choice:
- (A)** \$175.00 for 2 days, (\$300 for Double Booth), non-refundable and non-transferable
 - (B)** Limited First Come First Serve (Approx 20-25 spaces) \$115.00 for 1 day only, (\$200 for Double Booth), non-refundable and non-transferable
 - (C)** Non-Profit Organizations: \$60.00 for 2 days, non-refundable and non-transferable

IMPORTANT! ~ Christmas Under the Oaks exhibits must be handmade arts and crafts. In order to maintain a diverse and exciting show for our customers, we will limit the number of exhibitors selling similar types of wares. Exhibitors will be categorized and selected based on the description and photographs provided. PLEASE, For those of you participating in the past, please get your applications in early, as you would not want to lose your requested space or be declined participation because your particular category of art or wares is closed.

To Register:

- Read the information in this packet carefully!
- Complete and sign the Exhibitor Application page (front), and complete and sign the outline of the construction and description of your wares page (back).
- Review and sign the Exhibitor Rules & Regulations page.
- Return your completed application forms by mail with a check or money order payable to GFWC Clearwater Junior Woman's Club, Inc.
- Self-addressed return envelope, 6" x 9" or larger, with appropriate postage (4 first-class stamps suggested)
- **Photographs: You must submit at least 3 photos demonstrating the construction of your craft of ware(s); You must submit sufficient photos representative of ALL crafts or wares you plan to exhibit or sell at the show (If you show up with wares you did not submit pictures of you will be asked to remove those items from your booth); and 1-2 photos of your display. Prints only (no slides, please). Computer printed photos are acceptable if they are high quality and on photo-type paper preferably. Photos will be returned if your return envelope is large enough and has sufficient postage.** Inclusion of your biography is optional, however would be helpful to us for purposes of advertising and show promotion. **NOTE: In order to maintain the integrity of the show displaying only handmade arts and crafts, if photos demonstrative of the construction of your wares are not included with your application, YOUR APPLICATION WILL BE RETURNED TO YOU, which you may re-submit for reconsideration if received with the correct information requested, NO EXCEPTIONS.**

Questions? E-mail the event coordinators at oaks@ClearwaterJuniors.org or call Lisa Hurley at (727) 504-5785.

Don't Forget!

- Complete and sign the application form (front), description of your work (back), and review and sign the Exhibitor Rules and Regulations.
- Include the requested **photographs** of all crafts/wares you plan to sell at the show, **including construction of your crafts/wares** and your booth display. Also, include your Booth Fee (check or money order)
- Include Self-addressed return envelope, 6"x9" or larger, with appropriate postage.
- Mail completed application packet to: **GFWC - CJWC., Christmas Under the Oaks, P.O. Box 14554, Clearwater, FL 33766.**

Christmas Under the Oaks – Exhibitor Application

☞ Please type or print clearly ☜

Name: _____
(Business or individual name, as you would like it to appear in the show program) Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone (day): _____ Phone (eve.): _____

Email: _____

Web Site: _____

Category of Work: _____ Photography _____ Painting _____ Sculpture _____ Glass _____ Wood _____

Pottery/Ceramics _____ Jewelry _____ Mixed Media - Please Describe _____

Other - Please Describe: _____

In an effort to select the best location for you, please circle your preferences below. We will do our best to grant requests, however locations and check-in time requests cannot be guaranteed.

Please check the Booth Type you are requesting:

2 Days - Single Booth (fee \$175) _____ Double Booth (Fee: \$300) _____

Booth location: On Grass / On Concrete / No Preference

Specific Booth # Preference ? (See Attached Map) State Booth Space # Requested _____

For the 2 day Participation, I would prefer to drive my vehicle to my booth space for Set Up:

Friday Afternoon: 3:00 PM 5:00 PM

Saturday Morning: 5:30 AM 6:00 AM 6:30 AM 7:00 AM

Which is more important: Booth Location /Set-Up Time

1 Day Only on Saturday (Grass Only) - Single Booth (Fee \$115) _____ Double Booth (Fee: \$200) _____

Time I would prefer to Drive my vehicle to my booth space for Set Up:

5:30AM 6:00AM 6:30AM 7:00AM

1 Day Only on Sunday (Grass Only) - Single Booth (Fee \$115) _____ Double Booth (Fee \$200) _____

Time I would prefer to Drive my vehicle to my booth space for Set Up:

5:30AM 6:00AM 6:30AM 7:00Am

Non Profit Organization (Fee \$60 for 2 days) _____ If Requesting this space, you must provide documentary proof of your Non-Profit Status.

GOOD NEWS!!! We will be listing all of our 2008 Exhibitors on our website, which presents an opportunity to advertise your wares in advance of the show, as we are offering to add a link to your web page with your listing for only \$10.00. **Interested?** ____ **No Thank You** ____ **Yes! My \$10.00 is included with my application & my website address/link is:** _____

Please describe any and all crafts or wares you plan to exhibit or sell at the show, and describe how your craft or wares are constructed by you (please be specific): _____

I hereby make application to participate in the GFWC Clearwater Junior Woman's Club, Inc. Christmas Under the Oaks Arts and Crafts Show. I have read, understand and agree to abide by the rules and regulations set forth and other rules as may be established. I release and forever discharge the City of Clearwater and the GFWC Clearwater Junior Woman's Club, Inc., the sponsoring organizations, their representatives and committees from responsibility, personal liability, loss, claim or damages arising out of, or in conjunction with Christmas Under the Oaks. I hereby certify that all display work is handcrafted and created by the show participant. I understand that any mass produced item on display can cause expulsion from the show or future shows. I understand that there are no rain dates. I hereby grant GFWC Clearwater Junior Woman's Club permission to reproduce, display, and otherwise use for publicity and promotional purposes the show participant's name, photographs, and descriptive information submitted with this application, as well as photographs or video taken of the show participant during this show to be used for promotion of future shows.

Signature _____ **Date** _____

EXHIBITOR RULES AND REGULATIONS

- All work must be original, handcrafted, created and exhibited by the approved artist themselves. Buy-sell, kits, imports, and mass produced items of any kind will not be tolerated. This rule shall be strictly enforced.
- The number of exhibitors with like or similar works will be limited.
- All applications shall be reviewed and screened prior to our acceptance. If your application is in any way incomplete your entire application will be returned to you, and you will need to resubmit said application for reconsideration completed appropriately. You should receive a confirmation of your acceptance no later than August 15, 2008. If your application is rejected your photos and check will be returned to you.
- Checks submitted for entry will be deposited on or after July 1, 2008. If you have an e-mail address, confirmation of acceptance will be submitted via electronic mail, so to ensure the most prompt response to your application and for expedited show updates, please provide a legible e-mail address.
- Should you display any craft or wares in your booth different from the items stated in your application which were not approved during the application process at the event, you will be requested to remove such media or be subject to expulsion from the event.
- You must submit at least 3 photos demonstrating the construction of your craft or ware(s) from start to finish; You must submit sufficient photos representative of all crafts or wares you plan to exhibit or sell at the show; and 1-2 photos of your display. Prints only (no slides, please). Computer printed photos are acceptable if they are high quality and on photo-type paper preferably. Photos will be returned if your return envelope is large enough and has sufficient postage. In order to maintain the integrity of the show displaying only handmade arts and crafts, if photos demonstrative of the construction of your wares are not included with your application, *YOUR APPLICATION WILL BE RETURNED TO YOU*, which you may re-submit for reconsideration if received with the correct information requested, *NO EXCEPTIONS*.
- Booth size is 12 x 12. Exhibitors must provide their own tables, chairs, tents/canopies, display hardware, etc. Your tent/canopy and display must be strong enough to withstand harsh weather – weights are recommended, as no staking is permitted in the park.
- Electricity is not available or provided for a predominant number of booth spaces, thus, quiet generators are recommended and permitted so long as they do not disturb other exhibitors. There are an extremely limited number of booth spaces which can accommodate certain electrical hook ups if absolutely critical to your craft (i.e. glass blowing, wood/metal carving, engraving requiring mechanical tools which run off electricity, etc.) You must contact the exhibitor coordinator to request special electrical accommodations.
- Vehicle entry for booth set up will be permitted on Friday and Saturday only for 2 day participants, and entrance to the park will be time specific. 2 Day participants will not be permitted vehicle entry on Sunday. Vehicles must be removed from Show grounds by 8:00 A.M. If your space is not occupied by 8:00 a.m. you will be considered a No Show and your space will be given away without refund.
- There will be a specified breakdown procedure, wherein you will be provided a breakdown ticket to enter show grounds only after you have completely broken down and packed your booth are to ensure vehicles proceed in and out at an effective pace to get everyone out fast and safely.
- You will be responsible for researching, collecting and reporting all applicable local and state sales taxes to the appropriate department of revenue. Out of state exhibitors must also adhere to their individual state laws.
- A \$25.00 bank fee will be charged on all returned checks. The check amount plus \$25.00 shall be thereafter payable with a money order or cashier's check to secure your acceptance into the Show.
- Due to City Park restrictions and insurance liabilities, no animals or pets are permitted on show grounds, except service animals assisting persons with disabilities.
- Due to City Park restrictions and insurance liabilities, no alcoholic beverages may be brought into the show grounds.
- The GFWC Clearwater Junior Woman's Club, Inc., the City of Clearwater, the sponsoring organizations, their representatives and committees reserves the right, at its sole discretion, to require an exhibitor to withdraw from the show. In such event, the GFWC Clearwater Junior Woman's Club, Inc. will refund any monies paid directly to it by said exhibitor. Exhibitor shall have no recourse nor shall the GFWC Clearwater Junior Woman's Club, Inc. be liable in any way for any indirect, direct, consequential, lost profits or any other damages that may be incurred by the exhibitor.
- Because *Christmas Under the Oaks* is held outdoors in a public park, the GFWC Clearwater Junior Woman's Club, Inc., the City of Clearwater, the sponsoring organizations, their representatives and committees cannot be responsible for weather, ground conditions, or other factors beyond our control. Booth spaces may be on grass, dirt, concrete, or asphalt surfaces, and may have uneven areas. Rain, wind, and other weather conditions may be present. We will do our best to accommodate all exhibitors and their needs, and we request that exhibitors remain considerate of their customers, fellow exhibitors, and the *volunteer* staff organizing and running the show.

Signature _____

Date _____