

# VIRGINIA LAKE FESTIVAL

## 2023 IMPORTANT RULES & INFO SHEET

### PLEASE READ before calling!

**WHAT:** TWO day Arts & Crafts Show

**WHERE:** Downtown Clarksville.

**WHEN:** Saturday, July 22, 2023 9 am-5 pm

Sunday, July 23, 2023 9 am to 3 pm

No Rain Date

### Important Information:

**WATER & ELECTRICITY: NOT PROVIDED! ONLY QUIET-CLEAN RUNNING** generators are permitted. You will be asked to leave if it is too loud!!

**BUSINESS LICENSE:** The Clarksville Lake Country Chamber has purchased a **"BLANKET"** business license for the Virginia Lake Festival. Approved vendors

**Craft space (10x18) is \$345 for two days** \*to be considered a **"Craft"** vendor, **ALL ITEMS MUST BE HANDCRAFTED BY SELLER!** (nothing mass produced by outside distributor.) Judges will determine what items are considered handcrafted. (for example a cup that is mass produced that has a "sticker" made by you may not pass as a handcrafted vendor!) 10x10 craft space is available by request only

Saturday Only-\$200 Crafts 10x10 spaces \$175 Sat only or \$285 for two days

► **Four** Artist/Crafters will receive a cash award & ribbon; judging will take place the morning of the show.  
1<sup>st</sup> \$150      2<sup>nd</sup> \$100      3<sup>rd</sup> \$75      Honorable Mention \$50

~~TWO DAY Food space (10x20) = \$600 (10x30) = \$750 (10x40) = \$900~~ Full see app sheet

Saturday only Food space (10x20)= \$350 (10x30)=\$475(10x40)=\$675

**TWO DAY Beverage Only or Single Item Food** (ex. kettle corn, Nuts, lemonade, Ices, sodas) (10x10) \$525

Saturday Only Beverage Only or Single Item Food (ex. kettle corn, Nuts, lemonade, Ices, sodas) (10x10) \$300

\* All accepted food vendors **MUST meet All Virginia Department of Health requirements** and should a food vendor not pass inspection they will not be allowed to operate. No refunds will be given for food vendors that do not pass the health inspection! **\*New** all food vendors must submit a copy of Food Establishment Permit & Food Safety Certificate with application and apply with the Virginia Health Department to participate at the event

\* We accept food vendors until the event is full. Application does not guarantee acceptance

\* All food vendors need to provide ground cover inside their booth and cooking area for the absorption of grease. No food vendor will be allowed to open for business if the ground cover is not in place. No grease or gray water is to be poured onto the ground or down any drains. Anyone found doing this will be asked to leave the event & asked not to return. You will be responsible for any & all environmental cleanup costs.

\* All Food Vendors are required to submit a menu with descriptions and **include prices.**

**TWO DAY Commercial space (10x10)= \$550 (retail or promotional vendors)**

**Saturday only Commercial space (10x10)= \$300(retail or promotional vendors)**

**Mecklenburg County Non-Profits (10x10)= \$130 / Two Day= \$245**

**All other Non-Profits (10x10)=\$140/Two day= \$265 (No Food or ice cream: bake sale items only)**

**LATE FEE: AFTER JULY 5th is \$25 till after July 15th it is \$50**

### **Clarksville Chamber Member**

**10x10=\$100 craft-per day**

**10x10=\$125 commercial-per day,**

**10x10= \$75 Non-profit per day,**

**Food (10x20) \$175-per day**

**Extra 2ft of space is \$30 (Corner spaces are not guaranteed) no more than 6 extra feet.**

### **SPACES:**

- \* Exhibit tables must be covered with fabric/table cloths
- \* Vendors must remain open during all hours of the show for the entire period through 5 pm/Sunday 3pm
- \* All vendors are assigned spaces by the Clarksville Lake Country Chamber staff. We **do not** guarantee space requests.
- \* Vendor Hospitality Room open in Town Hall from 6 am-4 pm—A/C, restrooms & iced bottle water at 321 Virginia Ave.

**PARKING:** Approved vendors will be allowed to unload their vehicles at their vendor space; immediately following download of merchandise, vehicles must be moved and parked on a side street as designated by Festival Officials.

### **IMPORTANT NOTES:**

The Jury Committee makes every effort to select only crafters/artisans whose work is their own, not commercially purchased or manufactured. Likewise, commercial vendors are required to sell only top-quality products. On occasion, vendors may be called upon to verify that the work is their own (crafters/artisans) or the products (commercials) are authentic. Should Festival Officials discover for duration of the show that any vendor has misrepresented himself/herself to the Jury Committee--the vendor will be asked to leave immediately/no refund will be granted.

## HOW TO APPLY:

Applications & Check/money order must be returned ASAP for Jury's consideration with **THREE "COLOR PHOTOS" of your product/crafts and one of your outside booth display.** Please label photos with vendor name and provide a **self-addressed stamped envelope with correct postage** for return of photos. Notification of acceptance will be **emailed** or mailed after the Jury Committee has met. (Note: The 1<sup>st</sup> Jury Meeting will be held in February 2023). Deadline for applications is June 25, 2023, review of applications after that date will be as space is available and will be additional fee. **Most communication from our office will be through email, so please provide a legible email address on the application.** You may send application & pictures via email but it will not be processed until a Check or Money order is received. We do not cash checks until your application has been accepted by the Lakefest Jury.

**Application is not complete without:**

**(DO NOT SEND APPLICATION WITHOUT PAYMENT OR WE WILL SEND IT BACK TO YOU)**

- ◇ **Signed Application**
- ◇ **3 photo's of your products & of your booth set up (Even if you're a past vendor, send photos, judges do change. The maybe emailed but need to be labeled)**
- ◇ **Read all of the Rules & Info sheet**

**Starting June 15th, fees are non-refundable in the event of cancellation on your part or inclement weather during the event. There will be an additional \$50 service charge for any returned checks.**

We will take applications until we are full! Food Vendors are usually filled-up by May, but call to check status on what food venues are open. We urge you to apply early, vendor spots are limited and reserved upon approval from the jury.

If your application is accepted the week of the festival and you are requested to pay the morning of the show, you will not be allowed to set-up until money is given to the director. NO Checks allowed day of show!

**Extended stay on Saturday evening 5 pm-10pm: (please request a extended stay application on your initial application, space is limited and is only for vendors that are placed between 2nd to 4th Street locations) To be considered (no guarantee),**

**FEES for extended stay will be determined at a later time**

**INFO:** The Virginia Lake Festival is a community celebration organized by the Clarksville Lake Country Chamber of Commerce, PO Box 1017, 105 Second Street, Clarksville VA 23927. For more information or questions, please call 434-374-2436 or 800-557-5582. Email: clarksvillelakecountry@outlook.com  
Website: clarksvilleva.com or Facebook.com/CLCCOC



# VIRGINIA LAKE FESTIVAL

## July 22 & 23, 2023

### EVENT APPLICATION

**\*PLEASE READ THE EVENT INFORMATION SHEET FOR THIS EVENT**

PRINT LEGIBLY

Business/Organization Name: \_\_\_\_\_

Contact: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Daytime Number: \_\_\_\_\_

Cell: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**PRICES are on the Info/Rules sheet**

Yes, I am interested in staying late Saturday night 5 pm-10 pm, please send me an application if available. (not guaranteed)

JURIED show, so please read information sheet for requirements! # of spaces needed:

\_\_\_\_ CRAFT (10x18) \$345 \_\_\_\_\_ Saturday Only \$200

\_\_\_\_ COMMERCIAL/RETAIL 10x10) \$550 \_\_\_\_\_ Saturday Only \$300

\_\_\_\_ ~~FOOD (10x20) \$600~~ \_\_\_\_\_ ~~(10x30) \$750~~ \_\_\_\_\_ ~~(10x40) \$900~~ FULL/unless Hamburger/Hotdog vendor or beverages

\_\_\_\_ FOOD Saturday Only (10x20) \$350 \_\_\_\_\_ (10x30) \$475 \_\_\_\_\_ (10x40) \$675

\_\_\_\_ BEVERAGE/Single Food Item ONLY (10X10) ex: Kettle Corn, lemonade) \$525 \_\_\_\_\_ Saturday Only Beverage \$300

\_\_\_\_ Clarksville CHAMBER MEMBER-(10 x10)- craft \$100 per day, commercial \$125 per day Food (10x20)-\$175 per day & Member non-profit-\$75 per day (mark 1 for Sat only or 2 for both days).

\_\_\_\_ NON-PROFIT (10x10) Mecklenburg County-\$245 \_\_\_\_\_ Saturday only \$130 all other Non-profits-\$265 \_\_\_\_\_ Sat only \$140

\_\_\_\_ Extra 2ft \$30 (maximum is 3 =6ft)

\_\_\_\_ After Deadline Fee July 5th \_\_\_\_\_ \$25 \_\_\_\_\_ \$50 (July 15th ) \_\_\_\_\_ \$ \_\_\_\_\_ Total

▶ Will use a generator: Yes \_\_\_\_\_ No \_\_\_\_\_ **ONLY quiet, clean-burning generators allowed**

▶ Previous Exhibitor: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, which years? \_\_\_\_\_ & what event? \_\_\_\_\_

▶ Price range of your products: Low \_\_\_\_\_ High \_\_\_\_\_

Description of products, menu or items to be displayed or sold: (continue on back or provide separate sheet if needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* 10x10 craft space is available by request only \_\_\_\_\_

\*\*This is a "Rain or Shine" Event (no rain date scheduled)

I have read all the application INFORMATION (for this EVENT) and agree to abide by these terms.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Amount Enclosed: \$ \_\_\_\_\_ (Make Checks payable to Clarksville COC)

Office Use Only-- Date Received: \_\_\_\_\_ Check/cash # \_\_\_\_\_ \$ \_\_\_\_\_ Pictures Included \_\_\_\_\_ SASE \_\_\_\_\_  
Accepted \_\_\_\_\_ Declined \_\_\_\_\_ Dated notified \_\_\_\_\_ Check deposited \_\_\_\_\_