

2017 Holy Trinity Bazaar and Artisan Market

Artisan Registration & Contract

The Episcopal Church Women (ECW) of Holy Trinity Episcopal Parish will host our annual Bazaar and Artisan Market on Saturday, December 2, 2017, 10a.m. to 3:00 p.m. at Holy Trinity Episcopal Parish in Clemson, SC.

This event is the main fundraiser for the ECW. Almost all of the funds from this event go to help support local charitable organizations. Past beneficiaries of the Bazaar include:

Episcopal Day School Scholarships	Clemson Child Development Center
Clemson Community Care	Clemson Free Medical Clinic
Clemson Meals on Wheels	Collins Children's Home
Missionary Work in Haiti	Oconee and Pickens County Habitat for Humanity
Helping Hands of Clemson	Family Promise of Pickens County
Our Daily Bread	Our Daily Rest
Oconee and Pickens County American Red Cross	Oconee and Pickens County Salvation Army
Safe Harbor	Tri-Art Program and the Brooks Center

Marketing will be critical to the success of the event. The ECW will advertise in local papers and the immediate neighborhood, but we will need you to reach out to your networks to bring as many shoppers into the event as possible. We will help you plan your strategy and make sure all our efforts work together.

Event Location

Holy Trinity Episcopal Parish
193 Old Greenville Highway
Clemson, SC 29631

Cost

\$50 Registration Fee (indoors; payable with application and contract)
(checks made payable to the ECW)

\$25 Registration Fee (outdoors, payable day of event)
(checks made payable to the ECW)

Church Website

<http://www.holytrinityclemson.org>

Dates

Set up (Indoors Only)

Friday, December 1, 2017
1 PM – 5 PM (time to be confirmed)

Break down:

Saturday, December 2, 3 PM – 5 PM
Must be off the premises by 5 PM

Setup (indoors and outdoors)

Saturday, December 2, 2017
8:30 – 9:30 AM

Bazaar Hours (open to the public)

Saturday, December 2, 2017
10 AM – 3 PM

GENERAL RELEASE AND ACCEPTANCE OF RULES

Your registration fee is non-returnable and non-refundable, even if you decide not to do the show for some reason. All efforts will be made to place you in the booth of your choice, but the promoters reserve the right to substitute space should your first choice not be available.

An indoor booth provides 2 chairs and an 8' table. Payment for the indoor booth must be received along with the application. Locations will be assigned based on the order that the application was received. All applications need to be received by November 1, 2017.

Artists requesting an outdoor booth will need to provide their own equipment. Outdoor booths will be located along the front walk of the church. Small tents are allowed (typical tailgating tents 10' x 10'), but we ask that you do not "stake" them to the ground to help preserve the lawn. Payment for outdoor booths will be collected the day of the event (in case of rain). Power is not provided to outside artists. Applications will still need to be turned in by November 1, 2017.

Receipt of this agreement does not guarantee the Artisan a spot in the Gift Market. The ECW reserves the right to accept or decline registrations based on availability, content and other criteria which the ECW feels appropriate for the Artisan Market. All decisions by the ECW are final. We suggest you keep a copy of these forms, as well as any future communication with ECW, for your records. In addition, I/we, the applicant(s), do expressly release the Episcopal Church Women (ECW), Holy Trinity Episcopal Parish (HTEP), all employees, representatives, and volunteers acting on behalf of ECW and HTEP from any and all liability for any damage, injury or loss to any person, business or property which may arise from the licensing and occupation of the exhibit space by the applicant(s), and agree to hold and save ECW, HTEP, and all employees and representatives acting on behalf of ECW and HTEP harmless of any damage, injury or loss by reason thereof.

The fee is not refundable. If this licensing application is accepted, I/we give permission to use my name, business name, slide/image descriptions, item prices, slides/images and any photographs, videotape, or images of me or my items for any and all purposes. All Artisans are responsible for complete clean up of their area the parish hall, bringing all garbage and refuse with them.

CONDITIONS OF THE SHOW

1. The Artist or Craftsperson who designs the work and is a principal of the business MUST be present to sell his/her work. If the craft or art is signed by an individual, he/she must be at the show. If the business is named after the artist, that individual must be at the show in person.
2. No dealers or sales representatives are allowed.
3. All work must be original and completely finished. No imports, kits, items made from kits, items made using commercial patterns or commercial molds, items assembled from pre-manufactured components, unfinished work, items made from elephant or whale ivory, embellished items, commercial T-Shirts, commercial Sweats, or art and craft supplies may be displayed or sold.
4. An application is a commitment to the show. No refunds will be given after the acceptance notice is sent.
5. ECW reserves the right to revoke the license granted by this contract at any time, including at the show, by refunding the space fees paid by the Artisan. ECW will not be liable for paying any travel expenses, parking, lost revenue or any other liability whatsoever beyond the space fees paid by the Artisan as a result of enforcing this provision.
6. The Artisan's display must be staffed during all regular show hours.

7. All exhibits, goods and materials must be removed from the church parish hall by 5PM on Saturday, December 2, 2017.
8. Artisans must abide by all fire regulations and decisions of the representatives of local fire departments.
9. Nothing shall be nailed, stapled or otherwise fixed to the walls, floors or any part of the exhibition rooms.
10. All exhibits are to be in keeping with the overall theme of the show.
11. Artisans are not to bring pets to the show.
12. All Artisans are responsible for keeping their areas clean during show hours, including clean-up at the end of the show. All displays should be neat and clean and tables should be covered on all sides to the floor with a suitable, professional looking cover of flame retardant materials.
13. Artisans and their helpers must exhibit professional behavior at all times while at the show. ECW reserves the right, in its sole discretion, to determine what constitutes professional behavior. Violation of this rule will result in the Artisan, their helpers and exhibits being excluded from the show with no refund or allowance whatsoever. In addition, Artisans violating this rule may be removed from future ECW shows with no refunds.
14. All extension cords used at the show must be the heavy-duty, three wire type. No two wire extension cords are allowed. Extension cords may only used with permission of HTEP.
15. Artisans may not sublet or apportion space to anyone else.
16. No open flames are permitted.
17. There cannot be any kind of taping done to the floor unless painter's tape is used. Masking tape and duct tape are not allowed on the floor.
18. ECW will not be liable for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to reasons of the enclosure in which the show is to be produced, being, before, or during the show destroyed by fire or other calamity, or by any act of God, public enemy, strikes, statutes, ordinances, or any legal authority, or any cause beyond its control.
19. Insurance, if desired by the Artisans, must be obtained by them at their own cost.
20. Artisans shall be liable for delivery, handling, erection, and removal of their own displays and materials.
21. Artisans found in violation of any of the "Conditions of the Show" may be excluded and have their exhibits removed from the current and/or future shows at the sole discretion of ECW. In such cases, no refunds will be issued. Under no circumstances, including negligence, shall ECW or HTEP be liable for any direct, indirect, incidental, special or consequential damages resulting from such action.
22. The ECW may require the removal of work considered to be in violation of these conditions and reserves the right to make final interpretation of all conditions.
23. If any section, sentence, clause, phrase or portion of this licensing application/contract is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions.
24. This contract constitutes the entire agreement between the ECW and the Artisan and no modification shall be valid unless in writing and signed by the parties or their representatives.

Privacy Policy: We respect your privacy and will never sell or trade your name, mailing address, or email address. However, we may receive requests for Artisan contact information from the public, and will furnish your website and/or email addresses upon such request unless you have indicated your preference to keep your contact information private.

Artisan Registration and Contract (Please return with payment)

This agreement is between the Artisan, _____ and The Episcopal Church Women (ECW).

By November 1, 2017, please return the following (either email or postal mail):

- This signed registration form & contract
- 4 images of your products **if a new vendor**

To this address:

Episcopal Church Women
Holy Trinity Episcopal Parish
193 Old Greenville Highway
Clemson, SC 29631

Indoor Booth (\$50) /Outdoor Booth (\$25)	
Name of Artisan and Company	
Address	
City, State, Zip	
Phone/Cell	
Website/Blog, Etsy Shop and/or Facebook	
Email	
Brief description of your products. All goods/crafts must be handmade by the Artisan. No BUY/SELL will be allowed.	
What is the price range of your products?	
Each Artisan will be provided with one 8" x 4" table and 2 chairs. Please indicate any additional requirements. Note that additional requirements cannot be guaranteed.	
Additional display items? Racks, shelves, etc. that will not be on the table. This information is necessary to determine your placements in relation to the fire exits. Please note that you will still have to stay within your allocated area.	
Marketing will be critical to the success of this event. The ECW will advertise in the local papers and the immediate neighborhood, but we will need you to reach out to your network to bring as many shoppers into the event as possible.	How will you help market this event? <input type="checkbox"/> postcards <input type="checkbox"/> flyers <input type="checkbox"/> email list <input type="checkbox"/> website/blog <input type="checkbox"/> other artist/non-artist groups you belong to <input type="checkbox"/> other media [explain] <input type="checkbox"/> personal/business Facebook page <input type="checkbox"/> twitter

I have reviewed the **General Release and Acceptance** and agree to all conditions.

Signature _____ Total Payment (\$) _____

Print Name _____

Date _____