

Camdenton High School Business & Marketing Students
Dogwood Festival Arts & Crafts Show
CAMDENTON DOGWOOD FESTIVAL
SPACE RESERVATIONS AND SHOW RULES
CAMDENTON MIDDLE SCHOOL, HIGHWAY 5 SOUTH, CAMDENTON, MISSOURI
Next to the Dogwood Carnival on the Middle School Parking Lot!
All events begin and end at the Camdenton Campus!
APRIL 20 & 21, 2012

1. The show will be held at Camdenton Middle School Gym on Friday April 20 from 5:30 PM to 8:00 PM and on Saturday April 21 from 10:00 AM to 5:00 PM, **next to the Dogwood Festival Carnival!** You may **begin set up Friday after 3:30 PM.** Please do not enter the building until the designated time. We cannot mark off any spaces until after the children have left the school and entering early causes delays in this process. **NO SET UPS ALLOWED ANY EARLIER !!** All exhibitors will be in one gymnasium.
2. Fees are **\$40.00, \$45.00, & \$60.00 (depending on location - see enclosed map) for an 8x6 foot space in the gym.** Entry deadline is April 8, 2011. Please make checks payable to Camdenton DECA. There will be no refunds after April 6, 2011.
3. Exhibitors will be required to purchase a city business license. Please fill out the attached application for a sales license and send with your application with an additional \$5.00. Please make a separate check payable to the City of Camdenton for the \$5.00 license fee. This is not refundable.
4. You must register with the show chairperson for your assigned space. Each exhibitor is responsible for collecting and reporting sales tax on merchandise sold. Sales tax information along with your booth assignment will be given to you when you register.
5. You must furnish your own tables and chairs. Tables should be draped to the floor and displayed as neatly as possible. Exhibits cannot protrude outside of the designated area. Store all surplus under your tables.
6. The Exhibitor assumes the entire responsibility and liability for losses or damages to the Exhibitor's display, equipment and other property brought into the premises. CHS will not be held responsible for any such losses, damages and/or claims.
7. Handcrafted items are encouraged, but some tasteful commercial crafts may be allowed and must have prior approval from submitted photo before acceptance.
8. You must attend the show for the entire designated time. Any other provision must be made in advance with approval of the show chairperson.
9. Exhibitors will be required to follow all laws, ordinances, exhibition rules and regulations. Violations of the above rules will result in your being asked to leave and prohibits participation in future shows. PLEASE NOTE THAT THE SCHOOL CAMPUS IS SMOKE FREE—NO **SMOKING ON SCHOOL PROPERTY.**
10. We do not allow use of power equipment such as saws, sanders, etc. at the show. We also do not allow combustibles such as large bales or amounts of hay or straw to be used in displays. No open flames, such as candles.
11. This is a pre-approval show for first time exhibitors. First time vendors must send 2 photos, one of your exhibit and one of your craft items.

If you have any questions you can contact Valerie Allen at 573-346-9203.

Application Form for Dogwood Arts & Crafts Show

Make a check for your show fee payable to CHS.

Check must be received no later than March 15, 2012

To: Camdenton High School DECA, Attn: Valerie Allen, P0 Box 1409, Camdenton, MO 65020

NAME _____ SALES TAX # _____

ADDRESS _____ CITY _____

STATE _____ ZIP _____ email _____

PHONE _____ CELL PHONE _____

TYPE OF CRAFT _____ SPACES NEEDED _____ ENCLOSED \$ _____

DISPLAY RACKS USED Yes: _____ No: _____ LIMITED ELECTRICITY(IF NEEDED add \$5) Yes: _____ No: _____

I, (_____) assume the entire responsibility and liability for losses, damages to my display, equipment and other property brought into the premises by me. I will hereby comply with all rules and regulations of the Arts & Crafts Show, as outlined on page 1, and shall not hold anyone else responsible for any losses, damage and/or claims.

Signature

DATE OF SHOW APPLYING FOR APRIL 20 & 21, 2012

DATE: _____

Application for Business License

CITY OF CAMDENTON, MO

DOGWOOD FESTIVAL 2012

NAME OF BUSINESS _____

BUSINESS STREET ADDRESS _____

CITY, STATE & ZIP _____

MO SALES TAX # _____ BUSINESS PHONE # _____

NAME OF OWNER _____

OWNER'S ADDRESS _____ PHONE # _____

EMAIL _____

TYPE OF BUSINESS _____

APPLICANT'S SIGNATURE

Please make two separate checks: one to the City of Camdenton for \$5 for the license fee and one to CHS DECA for the number of spaces requested. Send both checks to Camdenton DECA/FBLA, PO Box 1409, Camdenton, MO 65020 and we will obtain your license for you. Thank you!