

The Key West Cultural Preservation Society presents

Conch Republic Days Street Fair

Saturday – April 21, 2018, Rain or Shine

Street Fair Hours are 10:00 a.m. – 6:00 p.m.

DUVAL STREET – Between Greene and Eaton Streets

GENERAL INFORMATION (PLEASE KEEP THIS SHEET FOR YOUR REFERENCE)

1) SET UP - The street will be closed at 8:00 a.m. **No early setups!** Please unload and move your vehicle quickly. You may not park your vehicle/trailer for any extended period of time. All vehicles must be off Duval Street by 9:00 a.m. **BREAKDOWN** time is 6:00 p.m. No cars will be allowed onto Duval until 6:00 p.m. Do not bring your car onto Duval until your items are packed and your tent is down. **All tents, merchandise and cars must be off Duval by 7:00 p.m.** **Everyone knows how long it takes to pack their things, please plan accordingly.**

Traffic will only flow in ONE direction on Duval for set up and pack up. Once your booth is assigned, you will be given traffic flow instructions. If you are bringing a cargo trailer in, please let us know on your application.

2) This is strictly an Arts and Crafts show. NO dealers, no stores or agents may participate. The artist must be present for the entire day. We have a ZERO tolerance for buy/sell, mass produced items, items made from kits or items unlike items that have been approved. Anyone not in compliance will not be able to participate and will forfeit their payment. Be sure to list ALL items you intend to make and sell in your booth so that we may “balance” the show.

We reserve the right to limit the number of artists in any category (i.e. jewelry).

3) If you are NOT currently approved as an arts & crafts participant for Sunset Celebration – please send (along with your application and payment) 3 photos of all your work and 1 photo of your display.

If you ARE currently approved as an arts & crafts participant for Sunset Celebration but wish to sell items you are not juried in for, please attach 3 photos of the work you would like to sell.

4) Very few spots are allocated for food/drinks/ice cream, etc. If you are not currently working at Sunset Celebration, only small food vendors able to fit within a 10’x10’ space will be considered with proof of current & appropriate licenses. Please include copies of those licenses with your application.

5) All net profits of this show benefit our college scholarship program for graduating seniors in the Arts Programs. We are also hoping to provide grants to Bahama Village Music Program and to the Key West Art & Historical Society Summer Art Camp Program.

6) It is the sole responsibility of the individual exhibitors to collect and submit the proper sales tax at this event to the Florida Department of Revenue.

Please EMAIL any questions to sunmail@sunsetcelebration.org with “Conch Republic Days” in the subject line.

DEADLINE to apply: All entries must be **MAILED** with completed application, fee and pictures (if applicable) and postmarked by April 6, 2018. We will not accept any applications that are not mailed in.

(keep this page for your records)

APPLICATION – return only this page with fee and applicable pictures

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10:00 a.m. – 6:00 p.m.

DUVAL STREET BETWEEN GREENE AND EATON STREETS

Name (and business name if applicable): _____

Mailing Address: _____

Email Address: _____

Phone Number: _____

Are you a current participant at Sunset Celebration? _____

For set up planning purposes only – will you need to use a cargo trailer to transport your work? _____

Please write a brief description of the hand-crafted item to be exhibited:

If you are not a current Sunset Celebration participant please include at least 3 photos of your work and 1 of your display. *If you are a current participant but wish to sell item(s) you are not juried for, please include at least 3 photos of your work.*

If you're applying for a food spot, and are not a current Sunset Celebration participant, please include a photo of your food cart and copies of the current & appropriate licenses.

Booth sizes: 10'x10' - \$100

(Food vendors must adhere to all fire department guidelines including canopy height, fire extinguishers, etc. Guidelines can be emailed upon request)

Please read and sign the following statement:

I, the undersigned, do hereby discharge, release and hold harmless The Cultural Preservation Society, The City of Key West, or any co-sponsor from all matter of action, suits or claims whatsoever arising from loss, damages or claims to my person or property while in the possession or under the supervision of The Cultural Preservation Society or The City of Key West during the Conch Republic Days Street Fair.

Signed (by all persons listed on application): _____

Date: _____

All entries must be **MAILED** with completed application, fee and pictures (if applicable). We will not accept any applications that are not mailed in. Mail completed application and fee to:

Key West Cultural Preservation Society, Inc.

Attn: Conch Republic Days

PO Box 4837

Key West, FL 33041