



Joyce Endee Productions

Arts & Crafts Shows & Festivals

www.joycescraftshows.com

e-mail jendee@metrocast.net

1 Ox Bow Lane, Gilford, NH 03249-6950

603-528-4014 Fax 603-524-5492

www.joycescraftshows.com

Welcome Crafters and Artists, Schedule

2010

Hello! We wish to thank all of you who exhibited with us in 2009.

As you know, 2009 was a challenging year for craft fairs due primarily to our economic recession. Customers are spending less on retail sales. It is important for you as the exhibitor to analyze your crafts & art to create attractive, unique, competitive items that are a good value to the customers in order for you to be successful with your sales. As the promoter, we will continue to advertise the show in a variety of media & strive to create a diversified & interesting show to attract a lot of customers. In a constantly changing & challenging socio-economic environment, we must be vigilant of change & trends & work together as a team to insure our success. We have 13 shows on our 2010 Schedule.

Our **website** www.joycescraftshows.com will continue to be used primarily to advertise the upcoming show and also to download the application.

The craft shows will continue to be **juried** by me via photos or online at your website. If you have already done a show with us, then you are already juried & photos are not necessary. However, you should send photos if you have something dramatically new & also for use in advertising. As you know, juried means evaluated & implies handcrafted. In our shows, every effort is made to find exhibitors who have quality, handcrafts or their own quality artwork. No flea market booths & no wholesale jobbers are permitted - only quality, interesting items are allowed.

If you are willing to **demonstrate** your art or craft, you can receive extra footage on a space-available basis at no extra cost. We are team players as exhibitor & promoter, and as such we try hard to make us both successful. Please read the **2010 Guidelines** that are updated. We wish you a happy, healthy, & prosperous New Year!!!

Sincerely,

Joyce & Charlie www.joycescraftshows.com

CONTRACT

2010 Guidelines

Exhibitor will agree to & abide by the following guidelines upon acceptance into any & all events sponsored by Joyce Endee Productions. As an exhibitor if I violate any of these guidelines, I may be barred from future shows and asked to leave a show.

1. I agree to exhibit only arts & crafts & items that I have been juried for. There are no flea market booths & no wholesale jobbers allowed in any shows. The final determination of acceptance is up to Joyce Endee Productions. Some food vendors are allowed in the shows, and products must be a very high quality. As the promoter, I reserve the right to remove any product from a booth, which is offensive.
2. I agree to comply with parking regulations at each show & will not block access areas for loading & unloading. I agree specifically to the strict regulations at Brewster Academy which prohibits staying in motorhomes, RV's, campers, etc. overnight on the premises. You may park RV's, motorhomes during the show in a specified area. RV's, motorhomes, campers, etc. are not allowed at Brewster Academy between 6pm to 6am. At shows held in North Conway & Laconia, you may stay overnight in RV's, motorhomes, campers in a specified area FREE of charge! Please check with me on other locations regarding the regulations.
3. A \$50 deposit is required for each show. A deposit is a commitment to the show and is not refundable & is not transferable to another show. The balance on each show is due 30 days prior to the Show. You may post date a balance check and enclose it with your application,
4. Cancellation Policy: If you cancel a show, you need to make sure that you notify me in sufficient time to fill your place. When it is a day or two before the show, call me & do not email me. I have call forwarding & will get your message. However, you will need a confirmation from me to acknowledge receiving your cancellation. Emails are not reliable before a show as my computer is at my home. If I can fill your space, you are not obligated for the balance of your show. You will receive a show credit if I can fill your space. However, you lose your deposit fee. There are times when I cannot find someone to fill your space in which case. If my check is returned due to insufficient funds, I agree to replace it with a money order plus \$20 additional.
5. I agree not to hold Joyce Endee Productions or any of its employees, agents, or officers or the facility for the event, or any of its employees, liable or responsible for damages or losses incurred as a result of participating at any event. Insurance is each vendor's individual responsibility. I further agree not to engage in any lawsuit for any reason against Joyce Endee, Joyce Endee Productions, or for any reason against the facility or personnel where the craft fair is held.
6. I agree to be set up at least 15 minutes prior to the opening of the Show, and I agree to forfeit my space if I am not set up at least 15 minutes before the show opens.
7. I agree to act in a professional manner & to cooperate cheerfully with the show management & other exhibitors.
8. I agree not to smoke in the exhibition area & only in areas where permitted.
9. I agree to have a professional & safe display.
10. If an exhibitor takes an order, which is paid or has a deposit, the exhibitor is obligated to fill the order in a timely manner. If the exhibitor does not do so, the exhibitor is barred from all future shows.
11. I agree to pick up after myself & not leave any rubbish in my space or I agree to be billed for \$25 for a clean-up fee.
12. I agree to remain set-up for the duration of the show hours & not to leave early. If I leave a show early except for severe illness or an emergency, I realize I am barred from all future shows without any refunds.
13. I agree to vacate the show premises in the allotted time given for breakdown.
14. I agree to sell only items listed on my application.
15. I agree to allow Joyce Endee Productions the right to make changes & add to these guidelines. JEP reserves the final right to cancel an exhibitor for any misrepresentation or any other reason.
16. In case of a weather emergency such as severe snowstorm, call my telephone number (603)528-4014 for possible show cancellation.
17. Promoters will not be allowed into the shows.
18. Food vendors are required to use gloves when handling foods & maintain sanitary work areas.
19. No reproduction of copyrighted images is allowed.

Joyce Endee Productions

www.joycescraftshows.com

1 Oxbow Lane

Gilford, NH 03249

January 2010

Joyce Endee Productions 2010 Craft Shows

2010 Application

Visit our website at www.joycescraftshows.com
for the latest information.

Name _____

Please Fill Out Both Sides & Return
Side 1 of 2

OVERVIEW

SECURITY - There will be overnight security provided on all overnight shows.

JURYING - Jurying will be done on an on-going basis. Please submit 2 photos of your craftsmanship & one of your display. If you have already participated in a show with us, you are already juried, but please fill in the description area on your application completely. If you have changed your crafts significantly, please send photos. One photo of your crafts will be kept on file & a display photo. Please enclose a self-addressed stamped envelope if you want your other photos returned. Please see Welcome Letter for show composition & jurying. Categories are limited in order to create an interesting show for our customers & to increase your sales.

ADVERTISING - A significant advertising campaign will be in effect for each event.

DEPOSIT & ACCEPTANCE - Please forward a **\$50 deposit** for each show applied for. Within a few days after receipt of your application, you will receive an email confirming your acceptance. If you do not have email, I will mail you a confirmation letter. There are no specific date deadlines - only when the show or category is filled. Approximately, 2 to 3 weeks prior to each show applied for, you will receive an informational letter via email or regular mail with all the set-up details and the directions. If a show is filled, your deposit will be returned to you. Please make sure that I always have your current email & regular mail address.

WEATHER - All shows will be held rain, snow, or shine! At outdoor shows, you may bring your own 10X10 canopy or you may rent a 10X10 space under my large canopy which typically houses 24-30 exhibitors. Shows will not be canceled due to inclement weather with the exception of a state declared weather emergency. In such a case, you will be given a show credit.

DISPLAY - Displays must be professional, clean, & safe. Coverings (i.e. tablecloths) must be wrinkle-free and hang down on at least 3 sides to the floor - including the front & sides. If you do not have a backboard, any table coverings must also hang down to the floor on the back of your table. No cardboard boxes or plastic containers can be visible.

SET-UP TIME - Set-up time is available the day before the show at all shows except the 2 Nashua Shows. In summary, when applying, please send the following:

Application filled out on both sides.

Jury photos & SASE for return of photos.

Check or money order for \$50 deposit for each show applied for.

Send Application to: JOYCE ENDEE

1 Oxbow Lane

e-mail jendee@metrocast.net

Gilford, NH 03249

Info:(603)528-4014 Tel. (603)524-5492 Fax

Note: In applying for & being accepted into a show, I agree to abide by the Contract 2010 Guidelines & the above Overview.

PLEASE COMPLETE BOTH SIDES & RETURN THIS WHOLE PAGE & WE'LL SEND ANOTHER ONE TO YOU!!

Name		
Business Name		
Address		
City/Town	State	Zip Code
Area Code	Telephone Number	Ext.
Craft or Art Description		
E-mail address		
Web Address	Do you want to be juried on-line?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Last Show You Did w/JEP	Date	Location <input type="checkbox"/>
Ma Sales Tax # (if applying for the Sudbury, MA Show)		Pending <input type="checkbox"/>
3 Photos are Enclosed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you have already done a show with us, your jury info is already on file & photos are not necessary.		
Due to escalating credit card fees, we no longer accept credit cards.		

Acceptance signature _____

