



# ***Holiday Open House Festival***

## **Arts & Craft Show at Lakeridge Winery & Vineyards**

Congratulations! You are invited to submit an application to participate in the Arts & Craft show at the Holiday Open House Festival held at Lakeridge Winery & Vineyards on November 10, 11, & 12, 2017; Friday & Saturday, 10 a.m. to 5 p.m. and Sunday, 11 a.m. to 5 p.m. The festival will be promoted throughout Central Florida with newspaper ads, Internet, radio, television and press releases. Over \$30,000 will be spent advertising for this event. In addition, an e-newsletter and e-postcard will be sent to our database of over 100,000 email recipients prior to the show. This festival is a great opportunity for you to showcase your homemade art or craft to an anticipated attendance of 10,000 festival guests!

The event will be held outdoors, surrounded by the Lakeridge Vineyards and Clermont's rolling hills. All art & craft vendors applying to participate in the Lakeridge Winery Arts & Craft Show are responsible for paying a booth space fee. Vendors are also responsible for providing their own tent and attractive display. **Any vendors selling mass produced, commercial, clothing, resale and/or food items should not apply for participation in the Arts & Craft show.**

Lakeridge Winery & Vineyards welcomes your application for participation at our unique venue. Our goal is to maximize the variety of products in the Arts & Craft Show to provide customers with a diverse selection of products as well as balance the need for individual vendors to profit. **Space is limited to 46 vendor spaces** and some craft categories fill up quickly, so for maximum consideration please submit your application as soon as possible. ***The deadline for your application is Friday, October 27, 2017.*** **Please read through the Terms & Conditions on the following pages as some important information regarding the show may have changed.**

If you have any questions or would like to submit your application by e-mail, please e-mail José Cabranes at [Jcabranes@lakeridgewinery.com](mailto:Jcabranes@lakeridgewinery.com).

Thank you and we look forward to working with you!

Cheers,

José Cabranes  
Lakeridge Winery & Vineyards  
[Jcabranes@lakeridgewinery.com](mailto:Jcabranes@lakeridgewinery.com)

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## **TERMS & CONDITIONS**

### **SHOW DATES AND TIMES:**

November 10, 11 & 12, 2017; Friday & Saturday, 10:00 a.m. - 5:00 p.m. and Sunday, 11:00 a.m. - 5:00 p.m.

### **LOCATION:**

Lakeridge Winery & Vineyards is located at 19239 U.S. 27 North in Clermont; three miles south of the Florida Turnpike exit 285 and six miles north of Hwy. 50; approximately 30 Minutes NW of Orlando.

### **REQUIREMENTS:**

The show is open to artisans with handmade & original items. No commercial, mass produced, clothing, flea market, food, or any items bought for resale will be permitted. Any items misrepresented or not included on submitted application and approved by Lakeridge Management will be required to be removed from display and/or vendor will be asked to leave and will forfeit their space fee and/or will be excluded from participation in future festivals. All vendors are required to stay for the entire duration of the festival. Vendors who leave early on any day will not be permitted to return to the show or participate in future events. Vendors are responsible for collection of 7% Florida State Sales Tax on all goods sold.

### **FEE FOR SPACE**

Booth Fee for one 10'x10' space at the show is \$125.00. All booth spaces are "corner" spaces with two sides of exposure for product display. One crafter/business is allowed per booth. Double booths are allowed on a limited basis based on availability and approval. Vendor fee payments must be included with your completed application. All accepted fee payments are final and will not be refunded or transferred, under any circumstance. Applications sent by regular mail may pay via check, money order or credit card. Applications sent by e-mail are required to pay by credit card. If not accepted into the show, your check/money order will be returned to you. For security purposes, Credit Card authorization forms will be destroyed after acceptance/declination.

Make all payments payable to: Lakeridge Winery & Vineyards, 19239 US 27 North, Clermont, FL 34715

### **DISPLAY SPACE:**

Each display area will be 10'x10', must have a white tent, and have an attractive display. All spaces will be located outdoors. **All signage & displays/tables must be within your 10x10 space.** Lakeridge Winery staff have the right to control the "visual impact" of all vendor displays and may require a change or item removal. Any items beyond your 10'x10' space will be required to be moved. No commercial business signage or materials are permitted in display. Any sampling or demonstration of items must be done from within your booth space and must be from the approved items list. Extra weight and tie downs are required for every booth (minimum of four 20lb weights per leg). Table coverings should reach the ground. Vendors are responsible for any damage they or their property cause at all times while on Lakeridge Winery property.

### **ELECTRICITY/GENERATORS:**

Electricity will not be provided. Generators must be approved by Lakeridge staff prior to the event. Only quiet generators will be approved. Any generator that emits too much noise will not be permitted to be

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used during show hours. Any vendor bringing a generator is required to have a functioning fire extinguisher within their booth at all times. Lakeridge Winery staff will check for fire extinguishers and noise levels. Any vendor with a generator, found without a fire extinguisher will not be permitted to use their generator at any time while on Lakeridge Winery property. Any vendor not complying with this policy will be required to leave and forfeit their space and fee for the duration of the festival.

## **APPLYING TO THE SHOW:**

The deadline to submit your complete application is **Friday, October 27, 2017**. Applications are accepted by mail or e-mail. Mail applications to: Lakeridge Winery & Vineyards, 19239 U.S. 27 North, Clermont, FL, 34715 or email to: Jcabranes@lakeridgewinery.com. Applications sent via email must include valid credit card information (no other form of payment is accepted for e-mailed applications). Applications will not be accepted via fax. A complete application includes a completed application form, vendor fee, and photos. Incomplete applications will not be reviewed and will result in declination to the festival. Please use the checklist below to ensure a complete application. You do not need to submit this checklist with your application.

\_\_\_\_\_ Completed application form. Any items not noted on the application and shown in a photograph will not be permitted to be sold at the show.

\_\_\_\_\_ Color photographs: You will need to supply at least one color photo showing your display booth, plus additional color photos of your products. All types of items you plan to sell must be depicted in your photos. Any items listed on your application and not shown in a photo will result in an incomplete application. You **MUST** send photos with each application, we **DO NOT** keep photos from previous applications on file. ***If you do not supply adequate photos showing your booth and products with your application, your application will not be considered.*** Please include a self-addressed, stamped envelope if you wish us to return your photos to you. Photos by email will only be accepted for complete emailed applications. Photos will not be accepted via email for mailed applications.

\_\_\_\_\_ A check, money order, or completed credit card authorization form for your Booth Space. Applications sent by regular mail may pay via check, money order or credit card; if sent by e-mail, you are required to pay by credit card.

## **ACCEPTANCE:**

Applications must be complete to be reviewed including all items from the above checklist. Lakeridge Winery staff will review and evaluate all complete applications based on past participation history, quality of items, and overall appearance of vendor booth. Applying to the show does not guarantee acceptance into the show. Past participation in the show does not guarantee acceptance into the show. In turn, not getting accepted for this show does not mean you will not get accepted for future shows. We try to provide a balanced mix of old and new products for our festival guests which sometimes means not all of our loyal vendors can get in every show. You will receive confirmation or declination via email after your application and fees have been accepted and reviewed. Once accepted, you have a commitment to participate. There are no refunds or transfers for cancellations under any circumstance. Lakeridge Winery staff reserves the right to decline any vendor application and revoke vendor acceptance/participation for any reason at their sole discretion.

## **SET UP & BREAKDOWN:**

Your space number will be emailed to you along with your participation packet by Monday November 6th, 2017. You may arrive for early booth set up starting at 7:00 a.m. on Thursday, November 9th<sup>th</sup>, 2017. Booth set up will reopen 7:00 – 9:00 a.m. on Friday, November 10<sup>th</sup>. Nighttime security will be provided Thursday, Friday & Saturday evenings. If you are not present by 8:00 a.m. on Friday, you will not

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participate and your space and fee will be forfeited. No refunds or exceptions will be made. Your entire booth must be set up, and your vehicles parked in the designated Vendor Parking area by 9:00 a.m. on Friday & Saturday and by 10:00a.m. on Sunday. This is a rain or shine event and vendors are required to stay for the duration of the festival and cannot close their booth or breakdown prior to 5:00 p.m. on any day. Early closure or breakdown will result in forfeiture of vendor space for remainder of the festival and may result in declination to future festivals. Vendors are responsible to throw away all garbage themselves at the provided trash cans and dumpsters.

## **PARKING**

Vendors must park in designated vendor parking zones with vendor parking pass displayed on dashboard at all times. Vendors are prohibited to park in the concrete parking lot or on the drain field of the Winery. All vehicles (cars, vans, trucks, trailers) must be off the festival grounds by 9:00 a.m. Friday & Saturday and 10:00 a.m. on Sunday and can reenter the grounds after 5:15 p.m. each evening or when all guests have left, whichever is later. No vendor is permitted to tear down or move any fence or barrier at any time. Endangering patrons, Lakeridge Staff and/or other vendors by noncompliance with the above stipulations will prohibit future participation.

## **JUDGING:**

Ribbons will be given in overall categories and \$350.00 in prizes will be awarded among the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> place winners and Honorable Mention. Awards will be given out on Saturday.

## **LIABILITY:**

Lakeridge Winery & Vineyards, its staff and volunteers will not be held responsible for injury, loss, theft, damage, acts of God or vandalism of any individual's self, property or works. The festival grounds are not fenced in, but nighttime security will be provided on Thursday, Friday & Saturday nights. Each vendor will be held responsible for any damage they, their staff, or their property causes while on Lakeridge Winery property. Terms and conditions are subject to change without prior notice. Except for damages proximately caused by Lakeridge's negligence or willful misconduct, Vendor hereby further indemnifies and holds harmless Lakeridge against any and all liability or damages, attorney's fees and court costs due to property damages, wrongful death or personal injury on the premises by any person or entity. Vendor shall promptly notify Lakeridge of any damage to the premises, any accident in or about the premises, or any defect in the premises or in any of Vendor's alterations, improvements, equipment, and fixtures installed in or about the premises.

## **LODGING:**

There is no overnight stay on the Lakeridge Winery Property. We recommend you make a hotel reservation as soon as possible to ensure adequate accommodations. Some local hotels include Days Inn (352) 429-0483, Holiday Inn (352) 243-7878 and Mission Inn (352) 324-2636. Vendors with RV's can make a reservation at Bee's R.V. Park (352) 429-2116 or Clerbrook (352) 394-5513. All accommodations and accommodation information should be reserved on own.

## **RESTRICTIONS:**

- **No outside alcoholic beverages allowed to be brought into the festival grounds**
- **There is no overnight stay on Lakeridge property**
- **There is no parking on the festival grounds during festival hours**
- **No pets allowed on the festival grounds during festival**

## **APPLICATION**

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NAME \_\_\_\_\_ BUSINESS NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL \_\_\_\_\_

VEHICLE MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ COLOR \_\_\_\_\_ LICENSE PLATE \_\_\_\_\_

TRAILER LICENSE PLATE (if applicable) \_\_\_\_\_

Provide a short description of your company and list ALL products you wish to sell. Only those products listed and approved will be allowed for sale \_\_\_\_\_

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

## PLEASE INITIAL ALL (required):

\_\_\_ I agree to sell only items listed on this application. I understand any item not listed will not be permitted to be sold.

\_\_\_ I certify that all items I will sell in my booth are handmade by me and not a mass produced, commercial or resale items.

\_\_\_ I certify that all items I will sell in my booth are family-friendly and non-offensive.

\_\_\_ I will provide my own white tent and attractive display.

\_\_\_ I acknowledge that I will not be a vendor until the Lakeridge Winery has sent me an acceptance letter.

\_\_\_ I understand a completed application is included and also enclosed the **required** photos of my display booth and products I plan to sell.

## PLEASE INITIAL ALL THAT APPLY:

\_\_\_ I plan on using a low-noise generator. (Please see Terms & Conditions for generator requirements)

\_\_\_ I have a handicap parking permit.

## PLEASE INITIAL ONE IN EACH COLUMN:

### Booth:

\_\_\_ 10'x10' space - 125.00\*

\_\_\_ 10'x20' space - 250.00\*

### Payment:

\_\_\_ I have enclosed my check or money order made payable to Lakeridge Winery & Vineyards

\_\_\_ I have completed the credit card authorization (required for emailed applications)

TOTAL # OF SPACES \_\_\_\_\_ TOTAL # OF SPECIAL REQUESTS \_\_\_\_\_ TOTAL AMOUNT PAID \_\_\_\_\_

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I do hereby agree to the terms and conditions of the Holiday Open House Arts & Craft Show and release and hold harmless Lakeridge Winery & Vineyards from all manner of actions, suits, damages or other claims whatsoever arising from self or spectator injury, loss or damage to my property or anyone's property in Lakeridge Winery's possession or supervision. If accepted, I have a commitment to participate and understand that, once accepted, all monies paid to Lakeridge Winery are non-refundable and no reimbursement or transfers of fees will be issued.

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

FOR LW&V USE ONLY		
Date:	#:	Amt:

## CREDIT CARD AUTHORIZATION FORM

For the purpose of credit card payments, I, the undersigned, \_\_\_\_\_ authorize Seavin, Inc. dba. Lakeridge Winery & Vineyards (hereinafter referred to as "LRW") to charge my/our account for all purchases including Arts & Craft show vendor fees and/or special request fees. (Please print clearly)

Cardholder Name: \_\_\_\_\_

Cardholder Company: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Billing City, State & Zip: \_\_\_\_\_

Card Type:   

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CSV#: \_\_\_\_\_

Reason for Charge: Holiday Open House Festival November 10, 11 & 12, 2017

Amount Authorized: \_\_\_\_\_ Date Authorized: \_\_\_\_\_ Receipt Needed:  Yes  No

I (We) certify that the above information is correct to the best of my (our) knowledge. If the above information is incorrect, LRW reserves the right to revoke any credit terms previously granted. I (We) understand that all payments made are final and that no credits or reversal of charges against the above referenced credit card will be issued from LRW or requested without prior written agreement with LRW.

Authorized Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

**THIS FORM MUST BE COMPLETED AND SIGNED BY THE CARDHOLDER**

FOR LW&V USE ONLY
Date:
Card #:
Amt:
Rec. #: