

## Arts & Crafts, Antiques & Commercial Vendor Information

**Booth Space Fee:** \$75.00 postmarked by 2/09/24

**Deadline:** 4/1/24 \$125.00 if paid **after** 2/09/24

**Booth Space Size:** L 12' X 12' (2 booths maximum per vendor)

The Woodbine Citizens Steering Committee provides booth spaces only. Tables, canopies, etc. are the responsibility of the vendor. Electricity is NOT available. All booth spaces will be located along or near the Riverwalk, a walkway built on an old railroad bed. Booth space numbers will be given out upon arrival. Please note any considerations you will need. **Because there are trees in the area, if you have a tent, please list it on the "special considerations"**. See our website for pictures of the Arts & Crafts Area.

The Arts & Crafts Area will include arts, crafts and antiques **only**. Commercial vendor booths will be located together. Any booth containing a mixture of arts & crafts and commercial items will be located in the commercial area. The following items CAN NOT be sold in these booths: Food, Drinks, Toy Guns and Knives. **A picture and complete description of your items, even if you are a returning vendor, is required.** Incomplete applications without pictures will be rejected. No exceptions!

Booth spaces for informational purposes only or campaigns will be put together.

Remember, this is a family oriented festival and the Steering Committee reserves the right to reject any item offered for sale. Any vendor attempting to sell unapproved items will be required to remove the items or to leave. Vendors wishing to sell items not listed on the application must have them approved by the Arts & Crafts Chairperson. All decisions of the Chairperson are final. No refunds will be issued under these circumstances. For more information email Mary Colgrove at [crawfish.vendors@gmail.com](mailto:crawfish.vendors@gmail.com).

### General Information for All Vendors

**Clean-up:** Each vendor must provide at least one trash can and liners for customer use. Each vendor is responsible for cleaning up their booth space prior to leaving the festival. Dumpsters will be provided for disposal of trash.

**Sales Tax:** Vendors are responsible for the collection and payment of all sales tax. For more information, contact the Sales and Use Tax Division at (912) 389-4094.

**Generators:** Generators will be allowed at the discretion of the Steering Committee. No refunds will be given if use of a generator is refused. Decisions of the Steering Committee are final.

**Booth Confirmations:** Confirmations will be sent via email where possible. All others will be notified by phone. Arts & Crafts area booth space numbers will be given out upon arrival. Food booth space numbers will be given out with the confirmations.

### Set Up Dates/Times:

**Friday, 4/26/24 10:00 a.m. - 4:00 p.m.**

**Saturday, 4/27/24 6:00 a.m. - 7:30 a.m.**

Absolutely no booths will be set up after these times. No exceptions! No refunds will be given for inability to meet the time requirements. All vehicles must be removed from the Arts & Crafts and Food Booth Area by 5:00 p.m. on Friday and 8:00 a.m. on Saturday.

**Tear Down Date/Time: Saturday, 6:30 p.m.** Absolutely no vehicles will be allowed in the Arts & Crafts and Food Booth Areas for tear down until 6:30 p.m.

**All vendors MUST stay within their booth space and keep off Riverwalk.** This will allow for foot traffic to keep moving. Failure to comply can result in being asked to leave without refund of fees.

## Food Vendor Information

**Booth Space Fees - Final Deadline 4/1/24**

**Woodbine Non-Profit Group:**

\$275.00 (Waterfront Area) **by 2/09/24**

\$225.00 (Riverwalk Area) **by 2/09/24**

**Other Non-Profit Groups:**

\$325.00 (Waterfront Area) **by 2/09/24**

\$250.00 (Riverwalk Area) **by 2/09/24**

**Private Food Concession:**

\$575.00 (Waterfront Area) **by 2/09/24**

\$375.00 (Riverwalk Area) **by 2/09/24**

**Booth Space Size:** 20' wide X 15' deep

### ADD \$100 after 2/09/24

The Woodbine Citizens Steering Committee provides booth spaces only. **Water and electricity are provided at the waterfront booth spaces only.** Tables, canopies, etc. are the responsibility of the vendor. All food vendors **MUST** have a minimum of 5 lb. ABC fire extinguisher.

**Food vendors must furnish a complete list of items to be sold.** The committee will review and limit items to keep down some of the competition. Vendors will be notified prior to the festival of the items that are eliminated. No alcoholic beverages or seafood items will be allowed. **Food vendors may sell lemonade, tea and water as well as carbonated drinks. PRICES FOR ALL ITEMS FOR SALE MUST BE POSTED FOR CUSTOMERS TO SEE.**

Any vendor attempting to sell unapproved items will be required to remove items or leave. All application fees are non-refundable. All decisions of the Chairperson are final. For more information, email Mary Colgrove at [crawfish.vendors@gmail.com](mailto:crawfish.vendors@gmail.com).

**Health Department Inspection:**

All food vendors, including non-profit vendors, will be inspected by the Camden County Health Department prior to selling any food items. No inspection fee will be charged for this service, but every food vendor must be inspected. If the Health Inspector finds a violation of the Health Code, he will advise the vendor how to correct the problem. If the vendor is unable to correct the violation, he will not be allowed to sell at the festival. No refunds will be issued under these circumstances. For more information, contact the Camden County Health Department at (912) 729-6012.

Please complete entire application and print legibly.

# 2024 Crawfish Festival Application

Contact Person \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Special Consideration \_\_\_\_\_

ADA Accommodations \_\_\_\_\_

Food Vendor Only Booth Choices Riverwalk: Spaces 1-10 \_\_\_\_\_

Waterfront: Spaces 11-20 \_\_\_\_\_

**Make Checks Payable to:  
Woodbine Citizens Steering Committee  
P.O. Box 908  
Woodbine, GA 31569**

LIABILITY – Vendor shall be solely responsible for any and all injuries to persons or damages of property or any other injury, claim, damage or loss of whatever nature, arising directly or indirectly from activities at the Woodbine Citizens Steering Committee Crawfish Festival, I further agree to hold the WCSC, City Of Woodbine, Sponsors, their employees, agents and volunteers harmless against all liability, loss, damages, claims, costs and expenses (including attorney fees) arising out of injury to person or damages to property or any other injury, claim, damage, loss, cost or expense arising from activities at the. Further WCSC is not liable for lost, damaged or stolen vendor property.

## Description of Items for Sale:

\_\_\_\_\_ **Arts & Crafts Booth Fee: \$75 ea. \$125 ea. after 2/09/24**  
\_\_\_\_\_ **(2 Booths Maximum)**

\_\_\_\_\_    (Check Appropriate Box)  
\_\_\_\_\_ Arts/Crafts Antiques Commercial

_____	Food Booth Fees:	Woodbine	Other	Private
_____		Non-Profit Group	Non-Profit Group	Food Vendor
_____	Waterfront:	\$275.00	\$325.00	\$575.00
_____	Riverwalk Area:	\$225.00	\$250.00	\$375.00

**AFTER 2/09/24 ADD \$100 TO FOOD BOOTH FEE**

\_\_\_\_\_ Total Enclosed \$ \_\_\_\_\_

\_\_\_\_\_ Vendor Signature \_\_\_\_\_