

The Space Coast Chapter of the Florida Surveying and Mapping Society presents the

2009 Florida Surveyors Festival

Arts & Crafts Exhibitor Information and Rules

About the Florida Surveyors' Festival:



The festival will be held at F. Burton Smith Park, located on the south side of State Road 520 approximately 3 miles west of Interstate 95 on Saturday, March 21, 2009 from 11 am till 6 pm. This unique setting captures the essence of Florida with its 1080 acres of hardwood hammocks, pastureland, prairie and wetland ecosystems. A perfect setting for surveyors, mappers and nature enthusiasts.

The festival's mission is to promote and celebrate the surveying and mapping profession by providing an atmosphere that includes family-friendly activities; education; regional art, crafts, music and food.

The festival is an event that draws attendees from all over the State and is attracting more and more people every year.

The festival is an Exhibitor and Vendor friendly event.

We strive to promote area businesses, artists, crafters and musicians. We want to assist you in every way so that your experience is both enjoyable and profitable; one way we do this is by keeping the booth fees low.

Booth Information

- All booths are 10'x10' spaces, unless you have a customized booth designed specifically for shows - The festival is an outdoor event and we recommend tents or canopies for the booths.
- Space is assigned on a first-come, first-serve basis
- Limited electricity is available on a first-come, first-serve basis at an additional cost.
- Participants are responsible for providing their own tent/tables/chairs. If necessary, and with a 30 day notice, these items can be provided at cost from our Festival tent supplier.
- The booth fee is \$25.00 if the application is postmarked by January 31, 2009. The booth fee must accompany the application. For applications postmarked thereafter and up to February 28, 2009 the booth fee is \$40.00. February 28th is the last day to apply.

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Rules and Regulations

Set up time begins at 7:30 am on Saturday, March 21st, 2009. Each *EXHIBITOR* must check in at the registration desk. Check in time is 7:30 am—9:30 am.

Each *EXHIBITOR* must be set up by 10:30 am, at the latest. All vehicles must be moved immediately after unloading. Your exhibit space can be set up at a “to be announced” time on Friday, March 20th. Overnight security will be limited so it is not recommended to leave merchandise. The festival is not responsible for loss or damage.

Each *EXHIBITOR* must remain set up in place until the end of the festival at 6 pm on Saturday.

Each *EXHIBITOR* must have a representative present in their space during festival hours (11am-6pm)

EXHIBITORS must provide their own means of display.

All *EXHIBITORS* must display under 10 x 10 tents unless you have a customized booth designed specifically for shows. Each space will be assigned a number and the numbers will be issued to exhibitors at check-in.

The Festival assumes that all *EXHIBITORS* carry their own liability and loss insurance. The Festival assumes no responsibility for theft or damage to exhibitors’ property or for physical/medical injuries to the exhibitors’ representatives or to the public. “Festival” refers to the Space Coast Chapter of the Florida Surveying and Mapping Society.

The *EXHIBITORS* shall conduct his/her business and maintain such premises in strict compliance with applicable laws, ordinances, and regulations, as well as any other requirements (including payment of sales tax) of federal, state, county, or municipal governments regulations that apply, including obtaining licenses, insurance, and other consents for the operation of his/her business.

It is the responsibility of the *EXHIBITORS* to collect Florida Sales Tax on all sales and to report sales to the Florida Department of Revenue. You are responsible for all property, including cash, coin & currency at your booth.

EXHIBITORS are responsible for keeping their spaces clean and neat.

Entertainment, food and beverage vendors will be present and will attract a broad audience to the festival. Apply early to ensure your space!

We cannot control the weather. Be prepared for sun, wind and rain. The festival will be held rain or shine. No refunds will be made.

Gas powered generators are allowed, and must have quiet operation. The Festival shall not be expected to provide electronic/telephonic means for communications or processing of credit cards. Electrical power to outside exhibits will not be provided.

All art and crafts must be original work of the exhibitors. No commercial products are to be displayed.

The *EXHIBITOR* (booth) fee includes the admission of two (2) adults. You must purchase additional tickets at the registration desk for extra personnel. Kids get in for free.

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MARCH 21ST, 2009 11AM - 6PM @ F.BURTON SMITH PARK

Rules and Regulations (Con't)

Everyone at the festival MUST wear a wristband; this includes VENDORS and EXHIBITORS. The color of your wristband indicates whether you are of legal drinking age. You must present a photo ID to get a drinking age wristband.

The Festival does not guarantee any attendance figure for this event.

A \$35 fee will be charged for any check returned due to insufficient funds.

The Festival Committee (Space Coast Chapter-FSMS) reserves the right to interpret the meaning of all rules and regulations stated herein.

Each EXHIBITOR is asked to donate one item on the day of the festival for a live auction and/or raffle to be held during the event. All proceeds from your donated item go towards funding scholarships for students.

The festival committee (Space Coast CHAPTER—FSMS) reserves the right to remove any exhibitor, without refund, who is not in compliance with the above rules and regulations.