

**KUTZTOWN FOLK FESTIVAL
CRAFTSMEN RULES AND REGULATIONS**

Commission is 15% of gross sales **this includes orders taken at the Festival**. Craftsmen participation will be re-evaluated regularly. There is no grandfathering or exclusives. Participation in future festivals will be based on quality of product, demonstrations, customer interaction and commissions paid.

All craftsmen are required to demonstrate and explain their product. The admission price entitles our visitors to complete explanations and demonstrations from all craftsmen.

All demonstrations, exhibits, and displays MUST be open during operating hours, INCLUDING rain days. Be prepared to stay longer if crowds do not leave at closing time.

All craftsmen & participants **must be in period clothing** reflecting either 18th or 19th century Pennsylvania German (Dutch) garb.

ALL chairs and display props should be wooden, and if possible, old displays must fit into our 19th century décor and look.

Craftsmen must refrain from smoking, eating or drinking, and using cell phones for non-business purposes while at your stand. This detracts from the visual impression.

Police your immediate area every hour or so. With your help, we can keep the Festival grounds looking terrific.

Everyone who is asked should participate in the Seminar Stage programs. This stage is an important part of the Kutztown Folk Festival.

We operate regardless of the weather. We expect better demonstrations and more courtesy for our visitors in the rain. They have braved the weather to see us, and they deserve to see the best we have.

Car-pooling for craftsmen is essential. Also, you MUST park in your designated parking area or lot and follow the parking attendant's directions. As much parking as possible MUST be saved for our visitor's use. (See Parking Regulations)

If your tent has side and/or back curtains, YOU MUST make sure that these curtains are rolled up every day. They should not be left down during the day.

Except for authorized maintenance vehicles, NO cars, trucks, or other vehicles are permitted in any area, except parking areas and lots from the time period beginning 15 minutes prior to opening till 15 minutes after closing. This may be extended on busy afternoons.

It is most important to be courteous and polite to all people at all times. If you are unable to answer a visitor's question, please refer them to the Welcome Center.

Please DO NOT post any signs; we furnish the signs that are needed.

If paying by a check, please make payable to Kutztown Folk Festival. Application deadline is February 1, 2024.

All products sold at the Kutztown Folk Festival must be American made.

Each vendor is responsible for having their own Pennsylvania Tax ID Number.

Each vendor is responsible for collecting and reporting their own Pennsylvania sales tax.

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Although overnight security is provided, neither the Kutztown Folk Festival, nor the Kutztown Fair Board, nor the Kutztown University Foundation assume responsibility for personal injury, theft, fire or breakage.

Each vendor agrees to pay the \$500 application fee, in addition to the 15% commission on all gross sales and orders taken at the Festival less your \$500 application fee. Your application fee will be deducted from your commission amount. In the event of default by vendor, vendor will be responsible for any and all costs of collection including court cost and reasonable attorney's fees in furtherance of said collection. Additionally, for all un-paid or late fees, vendor will be responsible for and subject to a 1.5% interest charge per month or 18% annually. To clarify, there is no longer a \$100 application fee. It is a \$500 application fee and the entire amount will be deducted from your commission amount at checkout.

Vendor hereby grants the Festival a perpetual, irrevocable license to use the Vendor's name, image and likeness in future Festival promotional materials, including any incidental use of the Vendor's work that may be captured in any photographs or video taken by Festival staff.

Vendor agrees that if he/she should have to cancel prior to May 1, 2024 a refund of \$250 will be returned. If cancellation occurs May 1, 2024 or after, there is no refund.

Vendor agrees to follow all rules and directions from management, either written or verbal, and understands that failure to do so will be cause for removal from the Festival.

I have read this information and agree to abide by it.