



30th Annual Ocean State Artisan Member Juried Craft Festival November 26, 27, and 28, 2021 Information

- Place:** 1276 Bald Hill Road, Warwick RI (next to Staples & Pet Smart)
- Dates:** Friday, November 26, Saturday, November 27, and Sunday, November 28, 2021 (Dues 2021-paid in full by 10/1/2021)
- Hours:** Friday 9:00 a.m. to 4:00 p.m., Saturday 9:00 a.m. to 4:00 p.m., Sunday 10:00 a.m. to 4:00 p.m.
- Setup:** Wednesday 8:00 am - 8:00 pm
- Security:** Security will be provided.
- Sales Tax:** Each exhibitor must have a current Rhode Island Retail Sales Permit. Any exhibitor who does not have one (or has one but fails to provide their sales tax number), will be required to purchase a temporary one before setting up. The form will be available at the show, \$10.00 fee, made payable by check to RI Division of Taxation.

Exhibitors who do not have a RI Certificate of Exemption for Artistic Works may sell qualifying works of art tax free under the Ocean State Artisans sales tax exemption so long as they comply with the reporting requirements procedure.

**** To comply with the town of Warwick, additional forms may be required. We will notify you as soon as we can.**

Rules:

Every exhibitor must be a member in good standing of Ocean State Artisans. (This year's dues must be paid in full.)

- This show is requiring masks to be worn by exhibitors and customers alike.
- There may be a required form to filed with City of Warwick: Non-Profit Arts & Crafts Vendor application with the City of Warwick, Board of Public Safety. You will be notifying if this is a requirement.
- Every exhibitor must have a valid email address and phone number where they can receive upcoming fair information. There will be no other form of communication going forward other than by email.
- Every new OSA exhibitor must submit three (3) photographs with their application.
- No exhibitor may dismantle or leave prior to the advertised closing hours, or you will not be participating in the remainder of the fair, or next year's fair.
- No exhibitor shall sublet their assigned space.
- All items for sale must be **HAND CRAFTED** by the exhibitor. **No repackaging or rewrapping** is allowed. This includes **no mass manufactured items that have been minimally enhanced or modified.**
- You must provide your owns tables and chairs with table covers that reach to the floor. **(tables and chairs will not be provided)**
- Electricity is available at an additional cost of \$25.00. You need to supply any additional lighting and your own extension cords. Additional lighting is recommended.
- Exhibitors must stay within their assigned 10' x 10' space and keep their area clean.
- You must be able to enter and exit your booth within your assigned space.
- Do not hang anything on the walls.
- Spraying sealants or varnish inside the building is prohibited.
- Setup must be finished 30 minutes before the fair opens.

Fees: Single Space (10'x10') - \$ 200.00

- Make check or money order payable to OCEAN STATE ARTISANS. (only means of payment this year)
- Do not send postdated checks. Checks will be deposited the next day.
- Fees are non-refundable after acceptance.

Deadline: Not later than **October 1** – Late applications will result in you being considered a new applicant and be re-juried. Space assignments will be sent out in early November 2021.

Questions or Information: Contact Mary Larson (401) 848-5068 or lmaryl@cox.net, or Beth Giguere (401-662-8169) or ladeebugdesigns@gmail.com



**30th Annual Ocean State Artisan Member Juried Craft Festival
November 26, 27, and 28, 2021
Application**

Name: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Cell Phone: _____

Email: _____ Web Site: _____

RI Retail Sales Tax Number: _____ Will need temporary number: _____

RI Certificate of Exemption for Artistic Work Number: _____

Vehicle: _____ Plate: _____ Trailer: _____

Craft/Art Description: _____

Price Range of Art/Craft: _____

Electric needed (additional cost of \$25.00) _____

Fee Enclosed (see Information page): \$ _____

RI Sales Tax – We are an official event, recognized by the State of Rhode Island, and are required to inform the State of our vendors and their Tax ID number. You are required to include your State of RI Retail Sales Permit number with your application. If you are going to need a “single event” application, please let us know before the event and we will have one available for you. (See Sales Tax information on the information page.)

Show Release

I (we) the applicant(s) have read the rules and regulations enclosed with this application and agree to abide by said rules.
I (we) the applicant(s) so expressly release Ocean State Artisan (OSA) Holiday Craft Festival of and from all liability for refunds whatsoever for failure to fulfill this contract, being destroyed by fire or other calamity, Act of God, statutes, ordinances or legal authority or any cause beyond its control while participating in the event sponsored by OSA and thereby agree to the enforcement of all requested rules and regulations of the show.

Signature: _____ Date: _____

Please mail this page with the appropriate fee (and three (3) photographs for new OSA applicants) to:

**Ocean State Artisans Holiday Festival
c/o Mary Larson, 11 Carroll Avenue, Newport, RI 02840**