

# 12<sup>th</sup> Annual Country Roads Arts and Craft Festival

Sunshine Ranches Equestrian Park  
5840 SW 148 Avenue, Southwest Ranches, FL 33330  
Saturday, October 20, 2018 – 10 am to 4 pm

## Rules & Policies

The following will apply to all Festival participants.

1. Event: A.) Handmade crafts, original art, photography, antiques and collectibles or B). Handmade with a combination of buy/sell. Any other items will be asked to be REMOVED, or you may be asked to leave. Show fee will not be refunded.
2. Location: Sunshine Ranches Equestrian Park  
5840 SW 148 Avenue (Volunteer Road)  
Southwest Ranches, FL 33330.
3. Pets: The park location is pet-friendly. Well-behaved and properly controlled pets are welcome.
4. Applications: Faxed applications are not accepted.
5. (1) Fill out the application in entirety. Send and attach one check and one copy of the application including address, payee and amount.
6. Confirmation: We will send you a confirmation by email.
7. Set Up Hours: You must be SET-UP at least 30 MINUTES prior to the show opening. Set-up begins at 7:00 AM. Show starts at 10 AM and lasts till 4 PM on Saturday.
8. Salable Items: The Town of Southwest Ranches will reserve the right to request any exhibitor to remove any objectionable material.
9. Tear Down: NO TEAR - DOWN of booths before the scheduled closing time, please.
10. Beverages: ABSOLUTELY NO ALCOHOLIC BEVERAGES!
11. Payment, Fees and Balances: We accept business or personal **checks made payable to the Town of Southwest Ranches** prior to October 2. After October 2 money order, cashiers check or cash only. No Refunds given.
12. Sales Tax: Each exhibitor must report and pay sales tax via their sales and use tax number. Vendors without a sales and use tax number will receive a One Time Event reporting form and instructions from the show coordinator on the day of the event (if you do not plan to sell in the future or if you're only doing one show per year). Any individual can obtain a sales tax number, you do not need to be a corporation or have a fictitious name. For more information on how to properly register for payment of sales tax, contact the Florida Department of Revenue. Tax in Broward County is 6%.
13. Tents: You are not required to have a tent, but it is recommended. On grass, you may use stakes. The set-up must be strong enough to withstand winds and crowds.
14. Displays: The show participant is responsible for supplying their own tents, tables, chairs, table covers and displays. All tables will have table covers to the ground where visible to the public. If you are not selling it, then hide it under your table. No visible storage boxes or clutter are to be seen by the public. "ON Sale" signs are not permitted -- we are not a flea market.
15. Vehicles, Manning of: Vehicles are not allowed in the selling area as long as there are customers shopping, even if the event has closed. Rule #1 is safety.
16. Vehicle Removal: All vehicles are to be removed from the selling area no later than one-half hour prior to the show opening, regardless if you have finished setting up. Arrive early to prevent this.
17. Rain & Inclement Weather: We do not have control over the weather. This event will be held unless it is evident that we will be washed away or a severe natural disaster is on the horizon.
18. Rain Dates/Refunds/Rescheduling: In the event of inclement weather and if we are fortunate enough to reschedule at a different date, registered applicants will be notified. No refunds.
19. Nuisance and Non-Compliance: Will not be accepted gracefully.
20. Food Vendors: Type of food that can be sold will be on a first come-first serve basis. Generators are allowed. No bottled water can be sold except by the Volunteer Fire Department.
21. General Rules and Release: When you sign your application, you are committing to follow all guidelines and standards supplied by the application inclusive of this document. We are not responsible for injuries, claims, damages, loss of sales, etc., as stated in the release waiver on the signed application. These are legal and binding contracts and appropriate procedures to implement them will be followed. There are **no refunds**, now or in the future, for participant cancellation.
22. Clean-Up: Each participant is required to clean up their immediate area.
23. Refunds: Refunds will not be made. If show is cancelled due to circumstances beyond the control of Town of Southwest Ranches, e.g. due to disaster, flood, fire, etc., there will be an alternate show date provided. The Town of Southwest Ranches will not be liable for date conflicts in exhibitors' schedule.
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