



Calling all artisans!
To the Nineteenth Annual Ocracoke Music and Storytelling
Festival
June 1-3, 2018

Hello friends and artisans! Thanks for your interest in being an artisan in this year's Ocracoke Festival! If you have participated in the past as an Ocracoke artisan, please read the application carefully as some things have changed. We would like to invite everyone to participate, but unfortunately we have limited spaces. Selections for the artisans will reflect the festival committee's desire to exhibit quality and variety, in addition to other factors. For a peek at last year's lineup, visit the festival website at www.ocracokealive.org Here are the application details.

2018 Ocracoke Artisan Application

- . Juried selection of 2018 Ocracoke Artisans will be made by the Ocracoke Alive Artisan Committee. There are limited spaces and many criteria are considered in making the selections. If you are not chosen this season, we encourage you to continue to apply in future years.
- . A limited number of artisans may be permitted to set up also on Sunday, June 3. If you are interested in being considered for a Sunday booth please indicate so in the application. Please be aware that if selected for Sunday you most likely will have to move your booth to another location. **THERE WILL BE AN ADDITIONAL \$40 CHARGE FOR ARTISANS CHOSEN FOR SUNDAY.**
- . The Saturday artisan booth fee is \$80. **THERE WILL BE AN ADDITIONAL \$40 CHARGE FOR ARTISANS CHOSEN FOR SUNDAY.** The cost for a double sized space on Saturday is an additional \$80.
- . **NEW IN 2018.** All Artisans will receive Admission Arm Bands to give them access to the audience seating areas. Artisan booths are not located within the restricted seating areas, so shoppers will be able to access your store even if they don't have a seating admission arm band.

March 15 -- All applications for the general pool should be received by the festival committee by this date. The board will begin a juried selection and will contact the artisans as they are selected. Although we hope to have completed contacting artisans by April 1, the selection process will continue until all spaces are filled. **Please feel free to contact us later than this date to find out about availability.**

APRIL 1 – Selection completed and artisans contacted.

Details about your work/organization in the festival program and on the festival web site: All artisans will receive space for a small bio and a photograph of their work on the web site as well as a link to their web pages should they have one. Bios may be up to 75 words maximum (including title, contact phone, e-mail, web site, etc.). If your bio is longer it will be returned for editing. **ALONG WITH YOUR APPLICATION, YOU MUST PROVIDE ARTISAN BIOGRAPHY & SAMPLE PHOTO OF YOUR WORK (OR A LINK TO A WEBSITE WHERE WE CAN VIEW YOUR WORK).** This is an artisan biography and not a general accounting of your entire life. As much as we love you, we cannot take the time to write your biography. The biography should tell about your art, and how you became involved in it. We do reserve the right to edit your biography.

IF YOU WISH TO HAVE A SMALL PHOTO OF YOUR WORK ON THE FESTIVAL WEBSITE, YOU MUST E-MAIL A COMPUTER-USABLE PHOTO TO THE ARTISAN COORDINATOR UPON YOUR ACCEPTANCE. We cannot be responsible for scanning photos. Many copy stores and libraries can provide this scanning and e-mail service for you. Computer photos should be around 3"x 3" in JPG format at 150 dpi. Focusing on a single craft item or a small ensemble works best. If your work is already posted on a web site, we can get the picture off of the web . . . please be specific about the site and photo. For examples of photos and work descriptions, please visit last year's festival website at www.ocracokealive.org

Artisans Applying For the Ocracoke Festival 2018

Please read this letter carefully and mail/e-mail in your complete application (clicking "submit" on the online application page will email your application automatically).

1. Quality: All entries must be ORIGINAL HANDCRAFTED ITEMS by the artist applying and attending the festival.

2. Consider Applying Online: We welcome applications filled in by hand if you don't have web access, but it is much easier for us to process applications submitted through our form online at www.ocracokealive.org. If you have a choice please consider saving us some typing! No preference will be given to online vs. hard copy.

3. Space Size & Fee: Single spaces are 10'x10' maximum. If you need additional display area, you must purchase an additional space. Checks and money orders can be made out to "Ocracoke Festival, PO Box 604, Ocracoke, NC 27960." *Please wait to send the fee until you receive an acceptance notification from the festival.* No-shows forfeit their booth fee. Please let us know if you are suddenly unable to attend so we can make adjustments to our layout.

You must furnish your own tables and chairs. No electricity can be provided; generators are not permitted. You must notify us if you will be bringing a tent as some locations are under low trees. The festival grounds are pedestrian only. Your vehicle must be relocated offsite (if you aren't staying overnight on Ocracoke, we suggest the National Park Service parking lot near the ferry terminal on the harbor). We do not carry insurance on your property for this event.

It is highly recommended that you observe the weather forecast and come prepared for rain if necessary – bring tarps, tents, etc. See Inclement Weather section below.

Your fee joins the many other financial donations (as well as countless volunteer hours) to provide support for this incredible community event.

Although we will consider neighbor requests from artisans, we cannot guarantee particular groupings of booths. There are many factors determining your location including tent height restrictions and art/craft medium. Please be understanding of your placement. Know that we are working hard to make sure everyone has a good location and a wonderful weekend.

Pricing of crafts for sale is up to the artisans. We advise all artisans to have a range of prices.

4. Time: On the Saturday of the festival, setup is from 7 to 8:45 AM. Please check in at the Info Tent. Plan to have your display set up and your vehicle moved to the designated parking areas for artisans by 9:00 AM (we will let you know where these parking areas are when you check in). Golf carts are considered vehicles and also need to be removed from festival grounds. Space identification numbers will be in place by 7:00 AM. Directions to your space can be found at the Info Tent.

5. Taxes: You are obligated to collect NC sales tax on all sales, and will be responsible individually for paying the sales tax to the state.

6. Cleanup: Help us keep the residents of Ocracoke Village happy with our presence by cleaning your area before you leave. Thanks!

7. Inclement Weather: It is highly recommended that you observe the weather forecast and come prepared for rain if necessary. The optimal location for the Ocracoke Festival is outdoors. If there's the threat of a major storm, please stay tuned to the Ocracoke Alive website or Facebook page for up-to-date information.

8. Lodging: *Lodging can book out for the festival weekend on Ocracoke Island.* Most hotel offices open in the beginning of March. *We recommend that you consider booking a room early before you hear confirmation of acceptance from us.* Make sure to ask about the cancellation policy. April 1 should give most businesses plenty of time to re-book the room should you decide to cancel. Details for lodging can be found at www.ocracokevillage.com.

9. Contact Information: For more information or answers to questions regarding the Ocracoke Festival feel free to contact us at number at the bottom of the page.

Questions about lodging on Ocracoke Island? Visit the Ocracoke Village website at www.ocracokevillage.com, or call 252-928-6711.

Ocrafolk Festival 2018 Artisan Registration Form

Application may be made online at www.ocracokealive.org. *Review the above information before completing.* Attach a brief artistic bio (no more than 75 words) and email/send photo or link to a website where we can view your work. If accepted, please indicate which photo you would like on the Festival website.

Name _____ Business Name _____

Name You Would Like Listed in the Program (Name or Business Name) _____

Address _____

City _____ State _____ Zip _____

Phone _____

E-mail _____ Web Site _____

Please publish my Phone #/Website or Email in the program and at www.ocracokealive.org (Circle which ones apply. In the program we have room for Phone and *either* Website or Email, but not both website and email).

Primary Art Medium (Choose One)

(Basketry/Collage/Drawing/Jewelry/Painting/Photography/Pottery/Textile~FiberArts/Wood)

Other (Describe) _____

Number of 10x10 Spaces Requested _____

Do you have a tent? Yes/No (What size/height?) _____

Is your display dependent upon your tent? _____

Would you like to be under consideration for a Sunday booth (Circle one)? Yes/ No

Would you wish to be considered for a Sunday booth if it means you will have to move your location between days? Yes/No

What is the price range of your crafts for sale? _____

Any requests, specific needs, or concerns that we need to be aware of?

I have read/understood the application. I understand that I am responsible for paying my own sales tax and will abide by all rules and regulations for the Festival. I, the undersigned, in consideration of admittance to this activity, do hereby for myself, my minor child, all heirs successors and assigns, agree to release, waive, and forever discharge from all liabilities and further agree to indemnify, save, and hold harmless, the OcraCoke Alive, Inc, servants, agents and employees from any loss, liability, damage or costs which may be incurred due to participation in this activity.

Signature _____

Date _____

Please mail applications to

c/o 2018 Ocrafolk Festival Artisan Coordinator, PO Box 604, OcraCoke Island, NC 27960

(252) 921-0260 e-mail: artisancoord@ocracokealive.org or www.ocracokealive.org