



2023 Ocracoke Festival Artisan Application

**June 2-4
2023**

**Application Open
January 1 - February 28**

2023 Ocracoke Artisan Application General Information

Hello artisan friends! Thanks for your interest in being an artisan in this year's Ocracoke Festival, June 2-4! Please read the application carefully. 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 the artisan lineup from our last event in 2022, visit the festival website at www.ocracokealive.org/artisans.html.

~ Juried selection of 2023 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.

~ Ocracoke Festival 2023 will take place on the grounds of the Berkley Manor off of Ocracoke harbor, near the National Park Service parking lot and where the harbor ferries dock.

~ Daytime parking for Artisans will be at the NPS Parking Lot adjacent to the Berkley Manor. NPS does not permit overnight parking at this location.

~ Artisan booths are not located within the restricted seating areas, so shoppers will be able to access your booth even if they don't have an admission ticket. Artisans will receive passes to wander the performance grounds freely.

IMPORTANT DATES

FEBRUARY 28 -- All applications for the general pool should be received by the festival committee by this date (2/28/23). 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 March 15, 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.

MARCH 15 – Selection completed and artisans contacted.

JUNE 2-4 - Ocracoke Festival 2023!

INFO WE NEED WITH YOUR APPLICATION

BIO: 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 50 words maximum (including title, contact phone, e-mail, web site, etc.). If your bio is longer we will edit it as necessary. The biography should tell about your art, and how you became involved in it. We reserve the right to edit your biography if you are accepted.

SAMPLE PHOTO(S) OF YOUR WORK (OR A LINK TO A WEBSITE WHERE WE CAN VIEW YOUR WORK): Computer photos should be around 3"x 3" in JPG format at 200 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 Indicate a preferred image for use on our website if you are accepted.

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. Health Regulations: Ocracoke Alive makes decisions about health safety requirements for public gatherings based upon CDC and NC COVID safety recommendations.

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

3. 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 below. No preference will be given to online vs. hard copy.

4. Space Size & Fee: Single spaces are 10'x10' maximum. If you need additional display area, you must purchase an additional space. Booth fees for 2023 are \$105 for the weekend. We will send a Square Register Invoice upon your acceptance for you to pay the booth fee online. You may also send a check or money order made out to "Ocracoke Alive, 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.

5. Table, Chairs, Tents, Electricity, Wifi: You must furnish your own tables and chairs. No electricity or wifi 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.

6. Parking: The festival grounds are pedestrian only. Your vehicle must be relocated offsite by the designated time. The National Park Service parking lot near the ferry terminal on the harbor is free and right next to the festival grounds.

7. Insurance: We do not carry insurance on your property for this event.

8. General Info: 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.

9: Festival Admission: Each booth receives two All Weekend Passes to the festival.

10. Time: If you are setting up Friday, we will have check-in staff on site starting at 8 AM. Performances begin on Friday around noon. 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. You must check in with an Artisan Coordinator before beginning your setup. Directions to your space can be found at the Info Tent.

11. 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.

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

13. Inclement Weather: It is highly recommended that you check the weather forecast and come prepared for rain if necessary. 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.

14. 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. March 15 should give most businesses plenty of time to re-book the room should you decide to cancel. Details for lodging can be found at <http://www.visitocracokenc.com>

15. Contact Information: For more information or answers to questions regarding the Ocracoke Festival feel free to contact us at 252-921-0260 or artisancoord@ocracokealive.org.

Questions about lodging on Ocracoke Island? Visit the Ocracoke Village website at www.visitocracokenc.com.

Ocracoke Festival 2023 Artisan Registration Form

Application may be made online at www.ocracokealive.org. *Review the above information before completing.*

Name _____ Business Name _____

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

Address _____

City _____ State _____ Zip _____

Phone _____

E-mail _____ Web Site _____

Online Contact Information: Please publish the following contact info in the online festival program if selected (you may circle one of the following). Phone / Email / Website / None

Printed Program Contact Information: Please publish the following contact info in the printed festival program if selected (circle one). Phone/Email/Website/None

Have you participated as an Artisan in Ocracoke Festival before (circle one)? 1-2 times / 3+ times / No

Primary Art Medium (Circle One) (Basketry/Collage/Drawing/Fiber Arts/Glass/Jewelry/Metal/Mixed Media /Painting/Photography/Pottery/Wood) Other (Describe) _____

Number of 10x10 Spaces Requested (1 or 2) _____

What days are you planning to exhibit (Circle all that apply)?

____ Friday ((Setup Times Flexible. We encourage 8 AM-Noon). Audience Day Admission Noon-6 PM)

____ Saturday (Setup 7 AM-9 AM. Audience Day Admission 9 AM-6:30 PM.)

____ Sunday (Setup 7 AM-9 AM. Breakdown at 4 PM)

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

What is the price range for your work (Circle all that apply)? \$1-20 / \$20-50 / \$50-100 / \$100+

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

Please Attached 2 Bios. One of these is for the Jury (tell us about you and your work), The Second Bio is for publishing in the Program and is 50 words or less.

Examples of Your Work: There are two ways for you to send us pictures of your work. (1) You may email us 1-3 examples of your work to info@ocracokealive.org. If doing so, please make sure the pictures are each no larger than 1 MB. Make sure to include "Ocracoke Festival Artisan Application Work Samples - YOUR NAME" in the Subject Line. (2) You may send us a link to a webpage where we may view your work.

How are you submitting samples of your work? Emailing / Website (list) _____

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.

By signing below I agree to wear a mask covering nose and mouth while participating in the Ocracoke Festival 2023.

Signature _____

Date _____

Please mail applications to
c/o 2023 Ocracoke Festival Artisan Coordinator, PO Box 604, Ocracoke Island, NC 27960
(252) 921-0260 e-mail:artisancoord@ocracokealive.org or www.ocracokealive.org