

2017 Spring, Fall & Leaf Art & Craft Festivals

Sponsored by the McGregor-Marquette Chamber of Commerce

146 Main Street • P.O. Box 105 • McGregor, IA 52157
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•Rules & Important Information•

1. This is a juried event. Pictures or samples **MUST** be submitted and **MUST** represent all actual items to be sold at the show by **ALL VENDORS**. Pictures must also demonstrate how the items are crafted by exhibitor. Digital photos or web links may be e-mailed to mcgregormarquettechamber@gmail.com Printed photos and samples may be sent to address above. These items will be returned to you at time of registration. If you wish to receive your items prior to the event please include a self-addressed, stamped envelope.
2. Sales tax is 7%; McGregor is in Clayton County (#22).
3. All exhibitors must have an Iowa State sales tax number on file in our office. Vendor records are submitted to the IA Department of Revenue after every show. For a permanent sales tax number, please contact the Iowa Department of Revenue and Finance at 515-281-8966.
4. The show is held rain or shine. **NO refunds will be granted. If you must leave early, please contact the organizer with the reason. We ask that packing of materials, tear-down, or loading of belongs NOT begin prior to 3pm the final day of the event. Early, unapproved tear-downs are not permitted and could result in denial to future shows.**
5. All spaces are 10' x 10'. **If your canopy is larger, you will need to rent additional space.** All merchandise must be inside your assigned space. Measurements are as accurate as possible. Spaces may not be level or perfectly square. Be prepared to set up and work around obstacles. Be prepared to set up on cobblestone.
6. Requests must be written on your registration form. Every attempt will be made to fulfill your request but **NO REQUEST IS GUARANTEED**. Space assignments are final!
7. **75%-80% OF ITEMS MUST BE HAND CRAFTED BY THE EXHIBITOR.** Jurors will visit each booth prior to event start. Exhibitors will be asked to remove products which were not pre-approved. We reserve the right to dismiss vendors from the show if found to be noncompliant with this rule and no refund will be given.
8. Vendor registration takes place at the Chamber office (146 Main St., across from Triangle Park). Set-up may begin after **NOON** the Friday prior to the event and by 8:30 a.m. Saturday. For ease of set up, all exhibitors are to **MOVE IN, UNLOAD, AND MOVE OUT** to the free city parking area, south of Triangle Park. **All vendors will be required to park in the city parking lot as Main Street parking is intended for your customers only.**
9. Lodging options may be viewed at www.mcgreg-marq.org.
10. **NO SMOKING** within show grounds.