

Southern Maryland
SPRING FESTIVAL
St. Mary's County Fairgrounds
May 3rd thru May 6th 2018
www.SouthernMDspringfestival.org

Sponsored by:
Holy Face Church
20408 Point Lookout Road
Great Mills, MD 20634

January 2, 2018

This letter is to confirm your space rental at our 25th Annual Southern Maryland Spring Festival on May 3rd through May 6th.

Gate times are: May 4th – 5:00 pm to 11:00 pm
 May 5st – 10:00 am to 11:00 pm
 May 6th – 10:00 am to 6:00 pm

Set up time is May 4th, Friday afternoon from 1:00 pm – 4:00 pm. I will be at the Commercial Building #1 on Friday during the set-up time to direct all vendors to their assigned spaces. Vehicles may be brought to the building, unloaded, and then taken off the fairgrounds and parked in the parking lot. No vehicles will be allowed adjacent to the buildings for other than loading and unloading purposes.

Enclosed are two admission passes for each day. Gate policy requires that each individual have a pass at the gate or pay admission of \$6 per adult, \$3 per child age 6-12 years, 5 and under Free. **If you do not have your admission pass when you enter the front gate, you will have to pay the standard admission...no exceptions.**

The buildings will be locked up Friday and Saturday evenings at 9:00 pm. There will be grounds security during the night. All displays must be removed **after** 6:00 pm closing time on Sunday evening.

Enclosed is another copy of the Spring Festival “Rules of the Show” and a copy of our Spring Festival flyer which reflects the days and times of some of our activities.

Thank you for your participation in our 25th Annual Spring Festival. Please contact me at 301-475-0342 if you have any questions or need further assistance.

Sincerely,

Barbara Lamb
Spring Festival Committee Chairperson



RULES OF THE SHOW

The Spring Festival 2018 Committee shall have the right in its sole discretion to disapprove any items offered or displayed and the method of display by any Exhibitor and such items or display shall be removed by the Exhibitor at the request of a member of this committee. The Spring Festival 2018 Committee's interpretation of all rules is final and binding on any Exhibition. All exhibits shall be in keeping with the overall family-oriented theme of the show and are subject to the approval of the committee.

1. **Applications for the Spring Festival 2018, with appropriate fees, must be received by April 1, 2018.** Exhibit space will be rented on a first-come, first-served basis.
2. A signed application is a commitment to show up for the Spring Festival 2018. The Spring Festival Committee will not refund any fees for any reason, including inclement weather.
3. A \$25.00 fee will be charged on any check returned by the Exhibitor's bank.
4. All of exhibitor's booth and display, including chairs, must be placed within the confines of the space size elected on the contract. Nothing is to be placed in the aisles.
5. Tables are available to rent with an additional charge of \$10.00 per table. If the additional fee is not paid, tables will be the sole responsibility of the exhibitor.
6. Table coverings and chairs will be the sole responsibility of the exhibitor.
7. The exhibitor's booth must be open and staffed during regular show hours. In many cases, anyone arriving late, leaving before closing, or breaking down during show hours may be refused entrance to future shows.
8. The collecting of sales tax is the exhibitor's sole responsibility.
9. All exhibitors are responsible for keeping their area clean during show hours, including clean-up at the end of the show.
10. **Parking and traffic will not be permitted in the show area and around the buildings starting one half hour before the festival opens. All Unloading/Loading of your vehicle must be done in a timely manner. Unload first then promptly move your vehicle to the parking lot.**
11. No alcoholic product is to be consumed, sold, or distributed on the premises.
12. Exhibitors must abide by all fire regulations.
13. Although the festival opens on Thursday evening, May 3, 2018, Artisans, Crafters, and Commercial Vendors are not expected to be present. This is only a Carnival Ride Preview Night with no admission. **Exhibitors may set-up after 1:00 pm on Friday afternoon, May 4, 2018. Exhibitors MUST be set up and their cars moved to the parking lot by 4:30 pm.**
14. The Spring Festival buildings close at 9:00 pm on Friday and Saturday evenings and opens at 9:00 am on Saturday and Sunday morning. The Spring Festival closes at 6:00 pm on Sunday, May 6, 2018. At this time, vendors may pack their items. All exhibits, goods and materials must be removed by 8:00 pm on the last day of the show. Failure to have everything off-site by this time may result in extra charges.
15. Exhibitors will participate in the Spring Festival at their own risk and expense. Security will be provided on the grounds from Friday afternoon until closing time on Sunday. Holy Face Church and the Spring Festival Committee assume no responsibility or liability for any personal injury, loss, or damage.