

EXHIBIT SPACE APPLICATION/CONTRACT
20th ANNUAL CATAWBA VALLEY POTTERY FESTIVAL
March 24-25, 2017

I wish to participate in the 20th Annual Catawba Valley Pottery Festival in the category of:

Potter

**The Festival will include fully equipped demonstration areas for potters. 30-minute demos will be scheduled throughout the day. Sign up will be at check in on March 24. Please indicate if you might be interested in volunteering to demonstrate:*

Dealer

**In order to create a more attractive and exciting show, dealers can sell other antiques, crafts, and accessories. However, in keeping with the object of the festival, the focus of your stock must be devoted to NC or southern traditional pottery.*

Name: _____

Business Name: _____

Mailing Address: _____

NC Sales Tax I.D. #: _____

Website: _____

Telephone: () _____

Cell: () _____

E-mail: _____

2017 PARTICIPANT REGISTRATION

I will require the following size booth:

General Registration

(Must be postmarked on or before October 20, 2016)

10 x 10.....\$315

10 x 20.....\$545

Late Registration

(Must be postmarked between October 21, 2016 and December 1, 2016)

10 x 10.....\$355

10 x 20.....\$575

Payment must be attached. Make checks payable to: Catawba Valley Pottery Festival -- CCHA

I have read the rules and regulations with this application and agree to abide by them.

Signature _____

Date _____

Applications will be accepted only with payment and signature. Management may refuse acceptance of any contract if found not to be in the interest of the show. Payment will be returned. Mail to: Allen W. Huffman, Jr., 330 29th Avenue Drive, N. W., Hickory, North Carolina 28601.

2017 CATAWBA VALLEY POTTERY FESTIVAL RULES AND REGULATIONS

1. Management reserves the right to refuse any or all applications for space and to prohibit or remove any exhibit, display or part thereof, or proposed exhibit display or device, which in the opinion of show management is not suitable to or in keeping with the policy of show management.
2. Booths are assigned for the purposes of displaying merchandise and must be properly manned during the hours of the show.
3. Exhibit fee covers rental of exhibit space assigned for the period of the show.
4. All exhibitors must comply with the local fire protection code. This code will be strictly enforced.
5. Exhibitors will be held responsible for any and all property damage incurred by their employees. Violators will be held responsible and charged for repairs.
6. Selling activities and promotional efforts must be confined within the space assigned to each exhibitor.
7. Noisy or undignified displays are prohibited and will not be permitted, nor will noisily operated displays be allowed. Sound devices, megaphones, loud speakers, side show tactics, or undignified methods of attracting attention will not be permitted.
8. Exhibitors will be permitted to commence setting up their exhibits on the day indicated. After official opening, no cases or packing materials are to be left in the aisles or booths.
9. Any space either applied for or contracted for, of which the exhibitor does not complete his contractual obligation, shall be deemed as forfeited by the exhibitor, as shall any deposits or other monies paid. Show management is herein authorized to dispose of such space as is best for the success of the exhibit and shall retain as damages, any and all such monies that had been paid, as damages and expenses.
10. The exhibit facility, as well as any officer or staff member of the NCPC or CCHA mentioned, will not be responsible for any damage that might occur from fire, theft, loss of merchandise, water damage, personal injury to exhibitors, their personnel, their buyers or visitors, or for any other injury or damage alleged to have been caused or attributed to, by reason of any exhibitor's participation in the show. It is agreed that the exhibit facility and sponsoring parties shall be blameless for all liability which might ensue from any cause mentioned above.
11. Food and drink concessions are not allowed as part of any booth.
12. Animals and pets are not permitted in the Metro Trade Center building with the exception of hearing and seeing-eye dogs.
13. Booth signage or decoration must be approved prior to being attached to any Metro Trade Center surface.
14. Events or circumstances not covered in these operating policies and procedures may be subject to special consideration and stipulations as deemed appropriate by the Catawba Valley Pottery Festival management or the management of the Hickory Metro Trade Center.

