

Fogo Island Partridgeberry Harvest Festival Fogo Island Iceberg Arena - Thanksgiving Weekend October 11th, 12th, and 13th, 2019

Subject: Marketplace Vendor and Food Vendor Guidelines

From: Pauline Brown, Festival Director

Dear Vendors,

On behalf of the Steering Committee I would like to thank you for being part of the 12th Fogo Island Partridgeberry Harvest Festival.

This year we anticipate an even more successful, and are excited that you will be part of this meaningful community-building event.

Show hours: Saturday October 12th, 11am to 6pm and Sunday October 13th, 1pm to 6pm.
Vendors must be present at all times during show hours.

Booth set up times: Start, Thursday October 10th at 4pm - 9pm and Friday October 11th until 5pm.

The Marketplace Vendors will load-in through back entrance only and Food Vendors will load-in through front entrance as usual. Please try and be prompt as be set-up by Friday 5:00 pm the latest.

The doors will be open on the morning of Saturday at 8:00 am to finish final set-up by 10:00 am. Please do not be late.

Booth takedown may not begin until 6:00 pm Sunday.

Design your booth to be visually attractive - make a plan to hide storage boxes, and maximize your available display space. Our volunteer cleanup crew thanks you in advance for leaving your booth space clean and free of garbage.

I would like to take this opportunity to remind you of the Booth Guidelines so you can maximize your sales and success at the event:

If you have purchased a Marketplace booth you may not sell meals & drinks.

If you have purchased a Food Booth you may not sell crafts.

Booths are 5' by 10' or 10' by 10' and will be clearly marked upon your arrival

Please keep your display within your booth area.

Bring your own chair - those at the festival are for your customers.

Tables can be rented in advance on the application. There is a limited amount so please specify when applying. If you rent a table, it will be in your booth space.

After off-loading, please park your vehicle in the School parking lot.

Parking at the Iceberg Arena is for your customers.

The Primary Themes of this event is Berries and Harvest and Celebrating Communities and Culture. Please keep this in mind, so your products should reflect this.

This Festival is designed to help people grow their craft/food businesses, and so we request that the person making the work be present at the show.

All products displayed must be products made by the people themselves with a Fogo Island /Change Islands and Newfoundland address. **NO Commercial or Imported Products or Sales representatives will be allowed.**

Many thanks and we wish you every success at the festival.

Please feel free to contact me if you have any questions or concerns.

Yours sincerely on behalf of the FIPHF Steering Committee,

Pauline Brown
Festival Director
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