

**2011 CAPON BRIDGE  
FOUNDER'S DAY FESTIVAL  
CAPON BRIDGE, WV  
September 24 & 25, 2011**

**Festival Hours:** Saturday: 10 AM - 7 PM Sunday: 9 AM - 4 PM

**Application Process:** Complete and return the Crafter Application (below) and Fee. **Deadline is August 28, 2011.** A Confirmation Notice will be sent confirming your reservation.

**Set Up:** Crafters may set up Friday, Sept. 23th between the hours of 1:00 – 5:00 P.M. No Festival Security Friday evening. Crafters are responsible for the security and protection of their own property Setup on Saturday morning will be 7:00 – 9:00 AM. Crafters setups **MUST** be completed by 10 AM. Festival Security will be on site Saturday evening

- **Crafter vehicle will be permitted at your site only to unload and load your merchandise. Crafter vehicle parking will be at a designated area (not at your site).**
- Crafters are required to furnish any necessary tables, chairs, canopies, or other display equipment.
- No food will be sold at crafter's booth without proper Health Dept. permits
- Please specify you need for electricity on the application
- Please specify on the application any special physical or handicap needs so we may properly accommodate your needs.
- No alcohol, drugs, nudity, or inappropriate behavior will be tolerated
- **Please, no pets are permitted on Festival grounds**

**Fees:** **12' x 15 Site**

All craft sites are \$20 per day - non refundable and non-transferable. Crafters desiring a larger site will be required to obtain an additional 12 x 15 site for \$20 per day.

A \$10 Town License fee is required for crafters not currently holding a Capon Bridge Town Business License. This license is good only for the Festival weekend and the Festival will process all paperwork.

Crafters desiring electricity will be charged \$5 per day. Specify power needs on application.

Payment must be received with application. Make check payable to “**Capon Bridge Founder's Day Fund**”. All crafters are responsible for collecting and submitting their own state taxes for WV.

Non Profit organizations and groups will not be charged the fee **HOWEVER**, they must still fill out an application to obtain a site.

**Liability Waiver:** Neither the Founder's Day Festival Committee, Capon Bridge Ruritan Club, Town of Capon Bridge, Hampshire County Officials, Hampshire County Convention & Tourism Bureau, local businesses or property owners will be responsible for any losses, damage or injury that may occur to persons, equipment, or property prior to, during, or after this festival.

**CAPON BRIDGE FOUNDER'S DAY FESTIVAL  
CRAFTER APPLICATION  
September 24 & 25 2011**

Name of business \_\_\_\_\_  
Owner's Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Contact Phone No. \_\_\_\_\_ Email \_\_\_\_\_

**Brief description of your product. Please indicate with an "X" whether your craft is HANDMADE, RESALE, or a MIX OF BOTH.**

**HANDMADE** \_\_\_\_\_      **RESALE** \_\_\_\_\_      **MIX** \_\_\_\_\_

**Description:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Days attending (check one):** Sat Only \_\_\_\_\_      Sunday Only \_\_\_\_\_      Both Days \_\_\_\_\_

**Number of 12' X 15' sites requested** \_\_\_\_\_ (\$20 per day per site )  
**Town Business License needed:** YES \_\_\_\_\_ (\$10)      NO \_\_\_\_\_ (Already have license)

**Need Electricity:**    Yes \_\_\_\_\_ (\$5 per day)      No \_\_\_\_\_  
Describe Power requirements: \_\_\_\_\_

**Amount enclosed \$** \_\_\_\_\_ Make check payable to "Capon Bridge Founder's Day Fund"  
(NOTE: Non-profit groups pay no fee but must apply for a site)

**Special Physical or Handicap Needs:**  
\_\_\_\_\_  
\_\_\_\_\_

I have read, understand, and agree to comply with the above listed requirements

\_\_\_\_\_  
Crafter Representative Signature      Date

**Return application and check to:**  
Janice Garrison    HC 71 Box 82AB    Capon Bridge, WV 26711

Any questions call 304-856-1303. **Remember: Application deadline is August 28, 2011.**  
(Return as soon as possible)

.....**Festival Use Only** .....

**Date Received:** \_\_\_\_\_ **Amount Received \$** \_\_\_\_\_ **No. Spaces Assigned** \_\_\_\_\_  
**Date Confirmation mailed** \_\_\_\_\_