

June 2010

Dear Artisan:

You are invited to participate in the **21st Annual Luzerne County Community College Alumni Craft Festival** on **Saturday, October 16, 2010**. The show will run from 10 a.m. to 4 p.m. on LCCC's main campus in Nanticoke. Last year more than 2,000 people attended and 140 vendors participated in this one-day event. Proceeds from the craft festival will benefit LCCC student programs.

As has been past practice, the event is juried. In addition to the enclosed application form and your payment you are required to submit the following photos: three of your product, one of your display and two of you working on your craft. All photos must have your name written on the back for proper identification. To be considered for the first round of jurying, applications must be received by **Friday, July 16, 2010**. Applications received after the date will only be considered if space permits. To keep up the show standards and to keep a specific craft from becoming too abundant, the Committee will be looking for quality and originality. We also thank you for understanding that participation in past years **does not** guarantee a spot in this year's show.

Also please note the following guidelines:

1. **All crafts must be hand-made by the vendor.** In order to have a quality craft show this clause *will be* enforced. Items that will not be accepted include, but are not limited to, the following: plastic canvas; pre-manufactured components; commercial products; machine embroidery; potpourri; flea market, collectibles or antique items; living things (i.e. beta fish planters); pre-stamped material; imported goods; products purchased through wholesalers or catalogs (i.e. buy-sell items); unpainted greenware; silk screened t-shirts; dried flowers and craft supplies. The committee reserves the right to request removal during the show of unacceptable items. Non-compliance will be addressed and you will not be invited to future shows. In addition, LCCC and the Craft Festival Committee take no responsibility for vendors who infringe upon trademarks, copyrights, service marks or other intellectual property rights or license agreements of third parties.
2. **Only hand-made items listed on your application will be approved for the show.** Be specific and comprehensive. Incomplete applications will not be reviewed / approved by the committee. Additional items that are not included on the application that you wish to sell must be submitted in writing and with photographs no later than October 1, 2010. The committee will notify you prior to the event of approval.
3. Chairs, tables and display units are the responsibility of the vendor. Only one indoor space may be rented per vendor.
4. Refunds **will not** be issued to no-shows or those canceling less than two weeks prior to the event (October 1, 2010). In addition, any new applications received after this date will incur a \$10 late charge that must be included in your registration fee.
5. No breaking down before 4 p.m. Your participation in our festival includes your agreement to remain for the duration of the event. Those who break down earlier will not be invited to future shows.
6. LCCC or its volunteers will not be held responsible for damage due to breakage, fire, accidents, injuries or theft.
7. All vendors are asked to donate a handcrafted prize with a minimum retail value of \$10 to support the Craft Festival raffle. If you prefer you may donate a basket to our Theme Basket Auction, we ask that baskets have a minimum retail value of \$20.

You will receive notification and additional information regarding the craft show by August 13, 2010. Checks will not be deposited until you have been approved for the show. If you are not selected to participate we will return your application fee to you after August 13th. Should you have questions, please call the LCCC Alumni office at (570) 740-0735 or e-mail: alumni@luzerne.edu. Thank you in advance for your cooperation and interest in our show!

Sincerely;



Gloria Migatulski '88
Craft Festival Co-Chair



Russell Keeler '91
Craft Festival Co-Chair

Enclosure