



P.O. BOX 388 • ELKINS, WV 26241 • OFFICE: (304) 636-1824 • WWW.FORESTFESTIVAL.COM

Dear Crafter,

We are pleased to announce planning for the 86th Mountain State Forest Festival is well underway. This year's "Timeless Traditions" festival will be held September 28 – October 6, 2024.

We would like to invite you to participate in the festival's "Crafts & More" show October 3 – 5, 2024. This show continues to be a success because of participants like you! The Mountain State Forest Festival brings more than 100,000 visitors to Elkins each year. We feel our show is an excellent opportunity for you to showcase your business.

Enclosed is the Registration Form, Crafts & More General Information, and the Mountain State Forest Festival Crafts & More Rules & Regulations. Be sure to complete each form and sign and date where indicated. Return forms and entry fees to the Mountain State Forest Festival office as soon as possible as space is limited. Applications are due by August 30, 2024. You will be notified of your acceptance as a vendor on or before September 6, 2024.

Please submit application online or complete and mail to: MSFF - PO Box 388, Elkins, WV 26241.

We look forward to having you at our event.

Sincerely,

Keith Corley
Assistant Director
304-642-9693
tpr4ever@yahoo.com





2024 Mountain State Forest Festival Crafts & More Registration Form

Name of Business/Company: _____

Name of Business Owner/Crafter: _____

Address: _____

Cell Phone: _____ Does cell receive text messages? Y or N

Home Phone: _____ Email: _____

Type of craft: _____

Do you have any special needs or requests?: _____

Do you need electrical access? Y or N

8' x 10' spaces requested _____ x \$175.00 per space = _____

8' tables _____ x \$5.00 per table = _____

Total due \$ _____

Applications are due by Friday, August 30, 2024. You will be notified of your acceptance as a vendor on or before Friday, September 6, 2024. **Please submit application online or complete and mail to: MSFF PO Box 388 Elkins, WV 26241. The Craft Show will be held indoors at the normal location of the First United Methodist Church, 315 Kerens Avenue, Elkins, WV 26241.**

RELEASE

By signing this form, I release the Mountain State Forest Festival from any personal injury, illness, or property damage that I may incur because of my participation in the Mountain State Forest Festival.

Signature

Date



2024 Mountain State Forest Festival Crafts & More General Information

- Craft Show dates are October 3, 4, 5, 2024
- Location
 - First United Methodist Church 315 Kerens Ave., Elkins, WV.
- Crafts must be set-up by Thursday, October 3rd prior to 9:00 a.m.
- Set-up schedule
 - Wednesday, October 2, 2024 2:00 pm – 7:00 pm **(NO EXCEPTIONS FOR EARLIER TIME)**
 - Thursday, October 3, 2024 8:00 am – 9:00 am
- All crafters must be open the following hours
 - Thursday, October 3, 2024 - 9:00 am – 7:00 pm
 - Friday, October 4, 2024 - 9:00 am – 7:00 pm
 - Saturday, October 5, 2024 - 9:00 am – 7:00 pm
 - **NOTE: AT 8:30 AM THERE WILL BE A MANDATORY CRAFTERS MEETING EACH MORNING**
- Tear down is immediately after closing on Saturday, October 5, 2024.
- You must comply with all Federal and State Tax Laws
- Applications are due by Friday, August 30, 2024. You will be notified of your acceptance as a vendor on or before Friday, September 6, 2024. **Please submit application online or complete and mail to:** MSFF - PO Box 388, Elkins, WV 26241.

By signing below, I indicate that I have read and understand the Rules and Regulations and agree to abide by them.

Signature

Date



Mountain State Forest Festival General Rules & Regulations

- 1) Mountain State Forest Festival reserves the right to adjust locations in the event of inclement weather, inclement ground conditions or as needed.
- 2) All applications for specific events and entry fees must be received by the deadline set for specific event.
- 3) All applications will be reviewed by the designated Mountain State Forest Festival committee. Participants or vendor will be notified by mail/email if the application is accepted by the committee by the deadline advertised for that event.
- 4) All registration fees are non-refundable unless specified in the specific rules for that event.
- 5) A royalty will be charged to any vendor selling wears bearing the Mountain State Forest Festival and/or the official logo of the Mountain State Forest Festival.
- 6) Please note any special needs on your application. We will attempt to meet the special need, if any additional fees are required for your request we will notify you of the additional fee within two (2) weeks of receiving your application and fee.
- 7) The Mountain State Forest Festival, or any agent acting on its behalf, will not be responsible for damages to exhibitor /vendor displays, units or property.
- 8) The Mountain State Forest Festival reserves the right to advertise the presence of the exhibitor or vendor. The exhibitor agrees to hold the Mountain State Forest Festival and any agent acting on its behalf harmless from any advertising or other liability.
- 9) Unless otherwise agreed upon all hardware (i.e. electrical cords, tables, tents/canopy, coverings, lighting, etc.) is the responsibility of the Exhibitor/Vendor.
- 10) Alcohol is strictly prohibited at any Mountain State Forest Festival event without prior written permission from the Mountain State Forest Festival Board of Directors.
- 11) No merchandise depicting drugs, alcohol or tobacco may be sold, displayed or promoted at any Mountain State Forest Festival event without prior written permission.
- 12) No item used to consume drugs or promote violence may be sold, displayed or promoted at any Mountain State Forest Festival event.
- 13) Mountain State Forest Festival reserves the right to request a vendor to remove any merchandise or display that the event organizers determine is unacceptable or inconsistent with the Forest Festival rules or philosophy.
- 14) The Mountain State Forest Festival will be following all local, state, and federal guidelines related to the COVID-19 pandemic. Submission of your application is agreement to follow any safety protocols required by the Mountain State Forest Festival.
- 15) Mountain State Forest Festival reserves the right to evict any person/organization/business for failure to follow the General Rules or the Specific Rules for each event.

By signing below I indicate I have read the General Rules & Regulations and understand each as they apply and have made a copy for myself/organization/business:

Signature

Date