

# Scarborough Renaissance Festival®

PO BOX 538, Waxahachie, TX 75168

Phone: (972) 938-3247

FAX: (972) 938-1890

## 2019 ARTISAN APPLICANT GENERAL INFORMATION

- Festival Dates:** Saturdays, Sundays and Memorial, April 6 – May 27, 2019, 10AM – 7PM and Student Day, Tuesday, April 30<sup>th</sup>, 9AM – 3PM
- Festival Site:** Waxahachie, Texas just 30 minutes south of Dallas/Fort Worth off of I-35E.
- Market:** Attendance is approximately 200,000 a year, and we have approx. 180 shoppes.
- Application Deadline:** Application must be received by January 1<sup>st</sup>, 2019. The jury will meet in early January and will announce their decisions by the end of January, 2019.

**Application Materials:** Fill out the 2019 Artisan Application Form

**Include high quality, labeled photos of:**

- All the Items you wish to sell
- Your work in progress
- Display and set up, including signage.
- You may send physical samples of a couple of items. Samples will be returned, but it may take up to three months. If you include return postage, it will expedite the return of your samples.
- Include your check for show fees. See below. Applications received without a check for show fees will not be considered.

**Shop Arrangements & Fees, if you are accepted:**

- There may be a few **Guest Artisan Shops** available that may be rented for a partial run in two week increments (minimum of two weeks required) – these are on a first come, first reserve basis and rent is \$100.00 per weekend. If you are interested in applying for a Guest Artisan Shop space, include a check for the number of weekends (@\$100 per weekend) that you are interested in participating. Your check will not be cashed until you are notified of your acceptance. If your application is not accepted, your check will be returned to you.
- **Festival owned Shoppes** (not in the Guest Artist rows) may be available for rent. You would pay \$800 for booth fees plus an additional \$700 rent for the structure to the Festival.
- Crafter owned Shoppes may also be available for rent by negotiation with their owners. You would pay \$800 for booth fees to the Festival plus the additional rent that you negotiate with the Crafter who owns the structure.
- Temporary structures (provided by you) such as Cart/Kiosks/Tents carry a higher booth fee than permanent structures and may only be used with the approval of the Festival. The booth fee for your Cart/Kiosk/Tent is \$1,000.

**Renaissance Theme:**

All operating business owners/ managers and workers are required to wear Renaissance period costumes and speak the “King’s English” at all times. All modern equipment must be disguised to maintain the atmosphere of a 16<sup>th</sup> century village. We will provide a Participant Handbook to help you.

**Business Requirements:**

All shoppes are required to:

- Obtain their own Texas Sales Tax permit. We are required by law, to submit your business information with the Texas Sales Tax Department.
- Your business must also provide proof of liability insurance and provide the Festival with an ACORD Certificate of Insurance, listing Scarborough Renaissance Festival as "Additional Insured" for the dates of the Festival. If the Festival is not provided with a certificate of insurance by March 15, 2019, you will automatically be added to the Festival's policy and charged the cost of coverage (currently \$125) for the dates of the Festival only

**Camping:**

Our campground has facilities ranging from tent sites to full RV hook ups. The RV hook ups are limited in number, so if you are accepted into the show and wish an RV hook up you should call the office upon acceptance to reserve a spot. RV spots are only reserved with payment received in full, in advance.

**Pets:**

**No** new dogs are not allowed at this time, unless it is owned by the approved artist. Cats may be allowed only if they belong to the Shoppe owner or the Shoppe manager. All pets must be registered in advance with Festival security and have proof of current rabies vaccinations. No pet may be seen or heard on site during a festival day under any circumstances. This will be strictly enforced.

**Additional Contact Information:** Craft Director  
PO Box 538  
Waxahachie, TX 75168  
[crafts@SRFestival.com](mailto:crafts@SRFestival.com)  
972-938-3247 x35

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## 2019 ARTISAN APPLICATION FORM

### APPLICATION REQUIREMENTS

1. The Artisan Application must be fully completed, signed, and a check for the Artisan Fee included. Application must be received by January 1<sup>st</sup>, 2019 in the Festival office. If your application is not accepted, all of this will be returned to you. Please note - your check will not be cashed until you have been notified of your acceptance.
2. Photos must be submitted for every type of item you wish to jury in and sell during the festival. You must also include photos of your display or presentation. The jury may, at its discretion, require you to submit additional samples, at your expense, for closer examination. We strongly encourage you to send in samples of your work with your application. **You will not be allowed to display or sell any items during the Festival that were not approved at time of jury. Adding new items requires jury approval for the next Festival season.** If you are accepted to participate, your application photos will be retained in our files. Your product samples may be picked up in our office upon your arrival for set-up at the Festival. If you are not accepted to participate, your check for Artisan fees, photos, and samples will be returned to you.
3. Deadline for Artisan Applications to be received, January 1<sup>st</sup>, 2019 must be met. You will be notified of your acceptance status by the end of January.
4. Applications should be mailed via USPS to:  
Craft Director  
Scarborough Renaissance Festival  
PO Box 538  
Waxahachie, TX 75168

You may call with questions: 972-938-3247, ext 35 or email: [crafts@SRFestival.com](mailto:crafts@SRFestival.com)

### CONTACT INFORMATION

Applicant's Name: \_\_\_\_\_

Partner's Name (if applicable): \_\_\_\_\_

Business Name: (as it will appear on Shoppe sign)  
\_\_\_\_\_

Permanent Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Website: \_\_\_\_\_

Applicant Cell phone: \_\_\_\_\_

Applicant Email Address: \_\_\_\_\_

### PRODUCT INFORMATION

1. Please check those that are most applicable to what you want to sell:

- Pottery     Cravings     Apparel     Plant/Fiber Arts     Glass     Jewelry  
 Leather     Metalwork     Period Costuming     Painting/drawing     Wax     Paper  
 Wood     Sculpture     Stitchery     Other \_\_\_\_\_



7. I plan to demonstrate my art or craft  yes  no

If yes, briefly describe how you will demonstrate. Include educational content and proposed schedule.

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**BOOTH ARRANGEMENTS**

Type of sales area you will need or you will provide. Please number these according to your preference.

\_\_\_ **Cart/Kiosk/Tent** (provide photo of your cart/kiosk/tent).

Space requirements: \_\_\_\_\_ Electricity is generally not available to these spaces.

\_\_\_ **Shoppe Rental** for full run of show (we may have a limited number of Festival owned & Crafter owned spaces available).

Note: Additional rental fees for the structure will apply depending on ownership.

Space requirements: \_\_\_\_\_ Electric needed? \_\_\_\_\_

\_\_\_ **Guest Artisan Spots** (as available, size 10 x 13 ft, rented for 2 week minimum, electricity included.)

Circle weekends desired: 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> 4<sup>th</sup> Student Day 5<sup>th</sup> 6<sup>th</sup> 7<sup>th</sup> 8<sup>th</sup> includes Mon., Memorial Day

**REFERENCES**

List other juried shows in which you have participated, with date(s):

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List any special awards or recognitions you have received from other venues:

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**SUBMISSION**

I wish to participate in the 2019 Scarborough Renaissance Festival under the terms described above.

I have enclosed my check for booth fees and required photos.

Applicant's Signature \_\_\_\_\_

Print Name: \_\_\_\_\_

Sales Tax ID #: \_\_\_\_\_

Circle one: Self Insured or Need Festival Coverage

Date: \_\_\_\_\_

