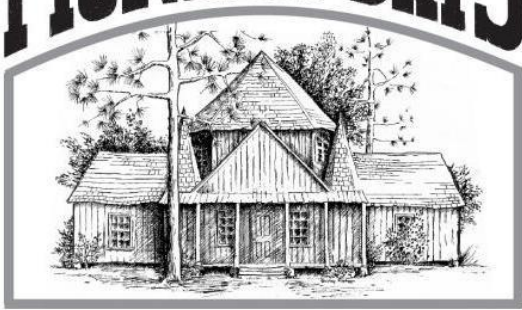


PINE CASTLE PIONEER DAYS



RULES & REGULATIONS 44TH ANNIVERSARY February 25th & 26th 2017

Pine Castle Pioneer Days, Inc.

P.O. Box 593175

Orlando, FL 32859-3175

407-427-9692

PineCastlePioneerDays.org

PineCastlePioneerDays@hotmail.com

Booths to be open: Saturday 9:00 am-5:00 pm & Sunday 10:00 am-4:00 pm. Pre-event set-up, Friday February 24th 8:30-5:30 pm, Saturday 7:00 am to 8:30 am. All vehicles must be in designated parking area by 8:30 am Saturday and 7:30 am Sunday. NO vehicles permitted on site during the event prior to posted closing times.

Vendor Booths: There will be a limited number of vendors participating in the same category. This will be at the discretion of the Pine Castle Pioneer Days committee.

CONFIRMATION: If confirmation has not been received by January 15, 2017, confirming receipt of your application, you must call Pioneer Days (407-427-9692) immediately regarding your registration. NO SPACES WILL BE SOLD ON THE DAY OF THE EVENT.

SALES TAX: Each exhibitor is responsible for collecting appropriate Florida Sales Tax and reporting sales tax to the State of Florida Department of Revenue.

REFUNDS: No refunds for booths or concessions will be given on the day of the event. A refund request must be made in writing and received by Pine Castle Pioneer Days (via email or postmarked) prior to February 1, 2017.

FINDING YOUR SPACE: Check in at the registration booth. Site numbers are located in the middle of your site. Event volunteers will be available during the day if you need assistance.

LOADING/UNLOADING AND SET-UP HOURS: Friday, set-up may begin at 8:30 am, but must be completed by 5:30 pm. Saturday, you may begin setting up at 7:00 am. All vehicles must

be removed from the grounds by 8:30 am, as a parade will block access to all sites beginning at 9:00 am. The official opening ceremony begins approximately at 10:00 am immediately following the parade.

• **NOTE: SEVERAL OF THE ROADS WILL BE CLOSED AT 8:30 am FOR THE PARADE. NO ONE WILL BE ALLOWED TO CROSS ROADS INTO THE GROUNDS UNTIL AFTER THE PARADE, SO BE ON THE GROUNDS EARLY OR YOU WILL NOT BE ABLE TO SET-UP BEFORE OPENING AND YOU WILL HAVE TO CARRY YOUR MATERIALS TO YOUR SITE.**

The festival will conclude at 4:00 pm. on Sunday. NO cars will be permitted on the grounds for loading until that time. Professionalism and consideration of your fellow artists and the public enhances the quality and success of the show for everyone. Please pack up your booth before going for your vehicle. If this policy is disregarded, you will be requested to move your vehicle from the site and re-enter after packing is completed.

NOTE: VEHICLE ENTRANCE AND EXITS WILL BE SPECIFICALLY IDENTIFIED.

PETS: No vendor pets are permitted on the event grounds at any time.

FOOD ITEMS: Due to liability insurance restrictions, the only food that may be distributed or sold during Pioneer Days must hold a food vendor's agreement or items pre-approved and pre-packaged at booths. Only pre-packaged foods with listed ingredients such as (Girl Scout Cookies) may be sold in booths.

RAFFLES/SOLICITING: There shall be absolutely no raffles, neither gambling nor soliciting. There will be no distribution of literature or soliciting to patrons outside of your assigned booth.

SECURITY: Limited security will be provided on site during the hours of darkness on Friday and Saturday nights. Your display may remain in place, however, **IF YOU LEAVE SHOW ITEMS IN YOUR DISPLAY BOOTH DURING THE NIGHT, AND YOU DO SO, PIONEER DAYS AND RELATED PERSONNEL AND ORGANIZATIONS DO NOT ACCEPT RESPONSIBILITY FOR ANY LOSS, THEFT OR DAMAGE.**

INFORMATION: The information booth will handle any questions or difficulties that may arise.

RESTROOMS: There are port-o-lets on site.

TRASH: Please help us maintain a clean area by using the trash bags that are available at the information booth. You may leave your tied trash bags at the nearest trash receptacle.

SMOKING/ALCOHOL: Smoking and drinking of alcohol is not permitted on the grounds of Pioneer Days at any time.

WEATHER: The Florida weather can change in a matter of minutes. Rain or shine, the event will go on, so please come pre

Tent Tie-Downs: Stakes are permitted. In the event of inclement weather, the Arts and Crafts booths, Non-Craft booths and Commercial booths need to bring the appropriate materials (**sandbags or weights**) to secure your tent/canopy.

TENTS/CANOPIES/TABLES & CHAIRS: All vendors are responsible for their own tent/canopy, table and chairs.

ON BEHALF OF ALL THE PIONEER DAYS VOLUNTEERS, WE WANT TO SAY, "THANK YOU" FOR BEING WITH US. WE HOPE YOU WILL HAVE A FUN AND SUCCESSFUL WEEKEND!

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Revised: June 27, 2016