**The West Virginia State Folk Festival**

**CRAFTER APPLICATION INSTRUCTIONS**

**Glenville, West Virginia June 19 – 23, 2025**

*Thursday, 4:00 p.m. – 9:00 pm., Friday & Saturday 10:00 a.m. – 9:00 p.m.*

The West Virginia State Folk Festival (WVSFF) permits quality and hand-made work at the festival that promotes our Appalachian culture and traditions and offers our festival guests a positive experience. Interested artisans and crafters must be juried prior to submitting their application for the 75th festival.

All crafters will be notified by mail or email once their items have been juried. Crafters are encouraged to submit their items for review (with photos) prior to **May 15**.

**Typers of Spaces Available:**

|  |  |  |
| --- | --- | --- |
| **Location/Type** | **Details** | **Price** |
| City Square – 12 Total | These booths have a concrete floor and roof. They are limited and will be assigned on a first-come, first-served basis. No tables or chairs. Electric is available. | $100 |
| Main Street Spaces | No tables, canopies or chairs will be provided.  Limited options with electricity. | $75  $20 Non-profit |

**Set up Time:** Anytime AFTER 6 p.m. Wednesday, June 18, 2025; but Must be set up before 4 p.m. Thursday.

All crafters must be present for the entire festival.

*Crafters who leave before 9 p.m. on Saturday night may result in that crafter not being invited back for future festivals.*

**CRAFTERS RESPONSIBILITY:**

* Tables, canopies, chairs and/or electric cords are not provided by the WVSFF.
* All electrical cords must meet UL code standards, with no frayed areas.
* All canopies must be secured, so as not to blow away.
* All vendors’ spaces should be kept free of any tripping hazards and trash.

WVSFF attempts to limit similar items from several different artisans. We want each vendor to have an enjoyable event and profit from setting up at the festival.

WVSFF has an agreement with the city of Glenville and the businesses located in the downtown area. We ask that all crafters respect the property locations for the festival.

Crafters are not permitted to sell any items that reference the WVSFF or its logo. The logo may only be used with written permission of the WVSFF.

**If you wish to be considered as a Crafter for the 2025 festival, please note the rules on Page 2.**

**RULES FOR 2025 CRAFTERS**

|  |  |
| --- | --- |
| 1. | * Interested artisans and crafters **must** first submit the Official Jury Form; no later than **May 15.** * All submissions MUST include photos of products planned for sale. * Crafters will be notified within 10 days of submission of the Official Jury Form. * Only approved crafters will be allowed to participate in the 2025 festival. * Full payment needs to be made within 10 days of approval to retain assigned space. |
| 2. | Once juried and approved, crafters will be assigned spaces on a first-come, first served basis and notified of the space number as soon as possible. If payment is not received within 10 days of approval, another crafter may be chosen and assigned the space. |
| 3. | **FEES:** City Park Spaces: $100  Street Crafters: $75  Youth Groups $20  Non-profits: $20  All Fees are Non-Refundable. |
| 4. | No tables, chairs, canopies or awnings will be provided. |
| 5. | The WVSFF will not be responsible for any lost, stolen or damaged items. We recommend you maintain an insurance policy that covers your booth and all items contained within. If you do have a policy, please provide a certificate to us. |
| 6. | All crafters must have a valid WV Business License/Registration. |
| 7. | The use of alcohol or illegal substances is strictly prohibited. Any crafter caught using alcohol or illegal substances will be asked to leave the festival and will forfeit their right to return for future festivals. |
| 8. | WVSFF reserves the right to request a crafter to remove any merchandise or display that is determined unacceptable or is not consistent with the festival rules and/or regulations. Please do not add items for sale that have not been juried. |
| 9. | WVSFF reserves the right to evict any person/organization/business for failure to follow the rules of the WVSFF, as well as city, county and state laws. |
| 10. | All crafters are encouraged to treat festival organizers and guests in a professional and courteous manner. |

**STEP 1: Complete Official Jury Form (page 3) and submit photos to Carol Wolfe.**

* **Via Email: Carol Wolfe:** [**clw26351@yahoo.com**](mailto:clw26351@yahoo.com) **Home Phone: 304-462-8915**
* **Mail to: West Virginia State Folk Festival: Attn: Crafters/Vendors: P. O. Box 362, Glenville, WV 26351.**

**The West Virginia State Folk Festival**

**CRAFTER – OFFICIAL JURY FORM**

**This is Step 1: Submit by May 15**

**Glenville, West Virginia June 19 – 23, 2025**

*Thursday, 4:00 p.m. – 9:00 pm., Friday & Saturday 10:00 a.m. – 9:00 p.m.*

**Date:** Click or tap to enter a date.

**BASIC INFORMATION:**

|  |  |
| --- | --- |
| **Business Name or**  **Full Name of Individual** | Click or tap here to enter text. |
| **Street Address:** | Click or tap here to enter text. |
| **City, State and Zip** | Click or tap here to enter text. |
| **Phone:** | Click or tap here to enter text. |
| **Email:** | Click or tap here to enter text. |

**Please answer the following questions and submit 3 (THREE) photos of your craft.  A white square with a blue border

Description automatically generated A white square with a blue border

Description automatically generated**

1. Please describe how you make your homemade items, including any purchased items that are added in the process.Click or tap here to enter text.
2. What is unique about your artwork or craft and what gave you the incentive to create it?Click or tap here to enter text.
3. List some of the items we would expect to see in your booth, including the prices of the items.Click or tap here to enter text.
4. Please list (if any) historical relationship to our Appalachian Heritage.Click or tap here to enter text.
5. Please list (if any) homegrown items that you would be selling.Click or tap here to enter text.

**Submit this competed form, answers, and photos to the following:**

* **Email: Carol Wolfe:** [**clw26351@yahoo.com**](mailto:clw26351@yahoo.com) **Phone: 304-462-8915**
* **Or Mail to: West Virginia State Folk Festival: Attn: Crafters/Vendors:**

**P. O. Box 362, Glenville, WV 26351.**

**Please Note: Decision will be made within 10 days of your acceptance as a Crafter.**

**STEP 2: If you are notified of acceptance, Submit the OFFICIAL APPLICATION (pg. 4) and remit the fees. You will not be given a space until the official application (pg. 4) is received.**

**The West Virginia State Folk Festival**

**CRAFTER – OFFICIAL APPLICATION FORM**

**Only to be completed after items have been juried and accepted**

**Glenville, West Virginia June 19 – 23, 2025**

*Thursday, 4:00 p.m. – 9:00 pm., Friday & Saturday 10:00 a.m. – 9:00 p.m.*

**DO NOT COMPLETE THIS FORM UNTIL YOU HAVE BEEN NOTIFIED OF ACCEPTANCE AS A VENDOR FOR THE 2025 FESTIVAL! ALL APPLICANTS MUST BE JURIED.**

**Booth Spaces are 10’ x 10” Crafters: City Square $100.00; Street Sites $75**

**Non-Profit Groups $20 Youth Groups $20**

**BASIC INFORMATION: PAYMENT MUST BE MADE WITH APPLICATION!**

|  |  |
| --- | --- |
| **Business Name or**  **Full Name of Individual** | Click or tap here to enter text. |
| **Street:** | Click or tap here to enter text. |
| **City, State and Zip** | Click or tap here to enter text. |
| **Phone #** | Click or tap here to enter text. |
| **Email Address:** | Click or tap here to enter text. |

**Description of your booth sales:** Click or tap here to enter text.

**PREFERRED LOCATION: Mark one:**

**City Square:**

**Street Location**

**Is electricity an essential need to your set up? Yes  No**

**If yes, mark the voltage requirements:**

**Voltage 110  or Voltage 220  Note: No power cords will be provided.**

**Do you wish to be considered a demonstrator?  YES or  NO**

**Circle Payment Method: Check  Cash  Paypal**

**Paypal may be submitted to:** [**wvstatefolkfestival@gmail.com**](mailto:wvstatefolkfestival@gmail.com)

**Contact: Carol Wolfe – Phone (304) 462-8915**

* **Email:** [**clw26351@yahoo.com**](mailto:clw26351@yahoo.com)
* **Mail to: WV State Folk Festival, Attn: Crafters/Vendors, P. O. Box 362, Glenville, WV 26351**

By signing below, I state that I have read all rules and regulations and understand that failure to comply will result in my being removed as a vendor from the festival and not being allowed to set up at any future festivals or events.

Name \_\_\_Click or tap here to enter text.\_\_ Date\_\_\_\_\_\_Click or tap to enter a date.\_\_