

DON'T FORGET:
 *S.A.S.E.
 *PHOTOS
 *RESALE COPY
 *PAYMENT



ECKERSTROM PRODUCTIONS, LLC

NOTIFICATION SENT: _____
 PAID: _____
 BALANCE DUE: _____
 APPROVED/REFUSED: _____

2018 SHOW REGISTRATION – ARTS & CRAFT VENDORS (no imports)

COMPLETE THE APPLICATION BELOW INCLUDING ALL BOXES AND ITEMS IN YELLOW, AND LIGHT BLUE WHEN APPLICABLE.

NAME: _____ BUSINESS NAME: _____
 ADDRESS: _____ CITY/ZIP: _____
 EMAIL: _____ WEBSITE: _____ FACEBOOK: _____
 CELL: _____ OTHER PHONE: _____

LIST ALL PRODUCTS YOU ARE SELLING: _____

CALIFORNIA RESALE LICENSE NUMBER/COPY: _____

BOOTH INFORMATION: 10x10 10x20 (space fee x 2 – separate checks. Note if you will accept a single if there are no doubles available.)

CAN YOU TAKE AN IRREGULAR SPACE? Yes No If yes, please mark which ones:
 5' deep x 15' long. 6' deep x 12' long. 8' deep x 14' long. 8' deep x 10' long.
 10' deep x 8' long. 8' deep x 8' long with sidewalk behind. Any of these.

CORNER BOOTH: \$100 Which shows: _____
 (Limited availability & no guarantees. Enclose separate check for each show.)

Check the box for each show you are applying for and enclose separate checks for each show you are applying for. 10% commissions are absolutely due Sunday nights. No exceptions.

Alameda (Mother's Day) Spring Festival	May 12 & 13, 2018	\$225.00	+10%* <input type="checkbox"/>
Novato Art, Wine & Music Festival	June 9 & 10, 2018	\$225.00	+10%* <input type="checkbox"/>
Downtown Alameda Art & Wine Festival	July 28 & 29, 2018	\$225.00	+10%* <input type="checkbox"/>
Lafayette Art & Wine Festival	September 15 & 16, 2018	\$325.00	+10%* <input type="checkbox"/>

*You must guarantee your commissions due at end of show. Failure to pay your commission at close of show may result in a deposit charged to your credit card Monday after show, based on the show average, plus a \$25 late fee. Please list your card below to be used if you fail to turn in your commission on time. Even if you pay your space fee with check(s) the next line must be completed.

Visa/Mastercard # _____ Exp. _____ 3 digit code: _____

EXHIBITOR SHALL DEFEND, INDEMNIFY AND HOLD HARMLESS, ECKERSTROM PRODUCTIONS LLC, THE SPONSORING ORGANIZATION AND THE CITY FROM AND AGAINST ALL ACTIONS, PENALTIES, DAMAGES, COSTS, LOSSES AND EXPENSES WHICH ARISE OUT OF OR ARE IN ANY WAY RELATED TO THIS AGREEMENT TO ACTUAL ALLEGED ACTIONS BY EXHIBITOR. IN THE EVENT OF BAD WEATHER OR ACTS BEYOND OUR CONTROL, NO REFUND WILL BE GIVEN. I HAVE READ AND UNDERSTOOD ECKERSTROM PRODUCTIONS, LLC TERMS & CONDITIONS AND AGREE TO THEM.

EXHIBITOR SIGNATURE (MUST BE SIGNED TO BE ACCEPTED)↑ _____ DATE _____

DON'T FORGET:

***S.A.S.E.
*PHOTOS
*RESALE COPY
*PAYMENT**



ECKERSTROM PRODUCTIONS, LLC

NOTIFICATION SENT: _____
PAID: _____
BALANCE DUE: _____
APPROVED/REFUSED: _____

TERMS & CONDITIONS

1. **No Imports.** Products must be handcrafted/made by the a) seller, b) seller's family, or c) representative (with permission of EP).
2. All applications must be **completed fully**, signed and submitted to EP prior to space reservation acceptance. Please make sure your writing is legible. **Notations such as "on file", "you have", "returning vendor", will hold up your application substantially.**
3. **Your application will be processed keying on last name** so please include it on all correspondence.
4. **EVERYONE**, attach a copy of his /her current valid California State BOE permit to their application.
5. New applicants must include **five (5) photos of your work including one booth shot.** For **last year's** returning artists - just the booth shot will suffice. We typically keep the booth shot, and occasionally a product photo for committee use. The others are returned. Please send no larger than 5x7 photos.
6. Space fees should be included with your application in the form of **separate check(s)**, one per show applied for, payable to Eckerstrom Productions, LLC, or if you must, use the credit card form on our website http://www.eckerstromproductions.com/uploads/1/5/3/2/15324938/2017_epcreditcardauthformpdf.pdf . Bounced checks will be charged a \$35 fee and may void your acceptance at our discretion, if we cannot resolve the matter promptly.
7. **EVERYONE, please include a self addressed stamped envelope with all applications & correspondence.**
8. Booth size is 10' x 10' unless otherwise indicated. We provide the space only, no canopies, etc.
9. There are no deadlines, shows are open until full.
10. Please only display items that have been juried in or approved by staff onsite.
11. COMMISSIONS (if applicable) are due at the close of show, and should be based on gross sales less the applicable sales tax. In other words, don't deduct expenses before figuring the 10% commission due. An envelope will be distributed at the show and instructions given as to where and when to turn it in. **Failure to pay your commission on time may result in a charge to your card as noted on front of application.**
12. Please ARRIVE ON TIME, giving yourself a good margin of error. **If you are not in your space by the specified deadline in your show packet, your space may be reassigned and forfeit.** The space numbers are numeric so we suggest parking and finding your space on foot first, then drive to your space to unload. Show packets are emailed roughly 10 days before a show. Call the office if you do not get yours at that time.
13. Arts & Craft vendor CANCELLATIONS from any event must be **submitted in writing**, and received no later than 30 days prior to that event for any refund to apply. A \$50 handling fee will be charged against booth fee portion eligible for refund. If you cancel after the 30 day deadline no refund will be issued. Please be sure to call the main office (530) 347-8040, or the show phone at (415) 205-1405 when cancelling late. Not showing up and not calling may adversely affect future acceptance into EP shows. Please allow 6-8 weeks for refund processing, when applicable.
14. No refund will be issued in the event of bad weather, or other unexpected circumstances that may negatively impact a show that are beyond our control.
15. All applications are juried by category on a first come, first serve basis. Shows are open until full.
16. You will usually receive a notice within a month of submitting your application which will notify you whether you were accepted or not. If you do not please check your bank account or call the office and check on your application.
17. Show packets will be emailed approximately 10 days prior to the show, and will contain space assignments with general booth location, directions to the show, show set-up instructions, etc. Generic packets are on the website at that time as well.
18. Participants are asked to conduct themselves in a professional and tasteful manner at all times. Failure to do so may result in your being asked to leave the show with no refund of fees.
19. Electricity is not provided unless specifically mentioned on the show sheets, and by special arrangement only for an extra fee.
20. Sorry, but we cannot accommodate specific space requests. If you have legitimate special needs notate them on your application and we will try to accommodate you, however, we cannot guarantee anything until reviewing space availability. Call the office for clarification if needed.
21. PARKING instructions will be included in your show packet. When parking issues arise, we expect full cooperation from you when asked by event staff to move. This policy is strictly enforced.
22. All booth/tables, etc. must be draped to the floor and wares must be within your space. Any and all fabric coverings must be fire proof and/or fire retardant.
23. Each booth must have it's own fire extinguisher.
24. No small children and/or animals will be permitted without advance special permission.
25. Vendors are responsible for providing their own general liability insurance for the event and are responsible for their booth and goods at all times, regardless of whether security is present or not.
26. We reserve the right to cancel space reservations in the event circumstances beyond our control dictate the need to downsize a layout. If this should happen a refund of your space fees paid to date will be issued.

Thanks for choosing our shows. We will do our best to make them profitable and enjoyable for all!

Main Office: 19595 Draper Rd., Cottonwood, CA 96022 * Phone (530) 347-8040 * Fax (415) 329-2380

Website: www.eckerstromproductions.com * Email: Information@eckerstromproductions.com