



ECKERSTROM PRODUCTIONS, LLC

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

2019 SHOW REGISTRATION – ARTS & CRAFT VENDORS (no imports)

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).

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. 10' x 10' with curb in back.

Any of these/best available.

INCLUDE: BOOTH PHOTO, PAYMENT, RESALE COPY & SELF ADDRESSED STAMPED ENVELOPE WITH YOUR APPLICATION.

PART A (everyone complete ALL of part A)*

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 *denotes payment via check or cash which includes discount. If you are paying space fees with a credit card complete part B on page 2 or back of this page if snail mail copy.

Alameda (Mother's Day) Spring Festival	May 11 & 12, 2019	\$225.00*	+10%*	<input type="checkbox"/>
Novato Art, Wine & Music Festival	June 8 & 9, 2019	\$225.00*	+10%*	<input type="checkbox"/>
Downtown Alameda Art & Wine Festival	July 27 & 28, 2019	\$225.00*	+10%*	<input type="checkbox"/>
Lafayette Art & Wine Festival	September 21 & 22, 2019	\$350.00*	+10%*	<input type="checkbox"/>
Corner Space Request	Show(s): _____	\$100.00 x _____		<input type="checkbox"/>

(Limited availability & no guarantees. Enclose separate check(s) for each show.)

READ

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 shortly after show, based on the show average or your last commission whichever is greater, 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 to guarantee you will turn in your commission at close of show.

**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 ABOVE (MUST BE SIGNED TO BE ACCEPTED)† DATE

How are you paying your space fees? Check/cash _____ (You are done) Credit Card _____ (Complete Part B below)

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

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



ECKERSTROM PRODUCTIONS, LLC

PART B

CREDIT CARD SPACE FEE PAYMENT AUTHORIZATION FORM

Check the box for each show and indicate amount you want charged to your credit card listed in Part A.

Alameda Spring Festival	\$235.00 per 10x10' space	<input type="checkbox"/>	_____
Novato Festival of Art, Wine & Music	\$235.00 per 10x10' space	<input type="checkbox"/>	_____
Downtown Alameda Art & Wine Festival	\$235.00 per 10x10' space	<input type="checkbox"/>	_____
Lafayette Art & Wine Festival	\$365.00 per 10x10' space	<input type="checkbox"/>	_____
Other/corner(s): _____	\$ _____	<input type="checkbox"/>	_____

TOTAL: \$ _____

PAYMENT SUMMARY

We prefer you pay by check. However, we will accept credit cards for space fees also if you need to pay that way. 10% commissions will still be due at close of show with *check or cash*.

Please charge my credit card listed in Part A, for shows above I am accepted to, that I have applied for or for other items as indicated. I understand that no refunds or exchanges will be made via this credit card and I am not receiving the cash discount paying this way.

Signed: _____

Date: _____

TERMS & CONDITIONS

- No Imports.** Products must be handcrafted/made by the a) seller, b) seller's family, or c) representative (with permission from EP).
- 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.**
- Your application will be processed keying on last name** so please include it on all correspondence.
- EVERYONE**, attach a copy of his /her current valid California State BOE permit to their application.
- 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.
- 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 from Part B of the application. **Bounced checks will be charged a \$35 fee and may void your acceptance at our discretion.**
- EVERYONE, please include a self addressed stamped envelope with all applications & correspondence.**
- Booth size is 10' x 10' unless otherwise indicated. We provide the space only, no canopies, etc.
- There are no deadlines, shows are open until full.
- Please only display items that have been juried in or approved by staff onsite.
- COMMISSIONS (if applicable) are due at the close of show, and should be based on gross sales less the applicable sales tax.
- ARRIVE ON TIME, giving yourself a good margin of error. If you're not in your space by the specified deadline in your show packet, your space may be reassigned and forfeit. Show packets are emailed roughly 10 days before a show and contain all needed information.. Call the office if you do not get yours at that time.
- 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. Please allow 6-8 weeks for refund processing, when applicable.
- 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.
- All applications are juried by category on a first come, first serve basis. Shows are open until full.
- 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.
- 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.
- Electricity is not provided unless specifically mentioned on the show sheets, and/or by special arrangement only for an extra fee.
- 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.
- 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.
- 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.
- Each booth must have it's own fire extinguisher.
- No small children and/or animals will be permitted without advance special permission.
- 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.
- 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.

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