

INYO COUNCIL for the ARTS

137 S. Main St. Bishop, CA 93514 • Phone: 760-873-8014 • Email: inyoarts@inyo.org

Memorial Day Weekend Arts & Crafts Show
Friday, Saturday, Sunday & Monday
May 28-31, 2010

This four day show of handcrafted arts and crafts is held annually at the Bishop City Park. Located at the eastern edge of the Sierra Nevada on Highway 395, Bishop is about 270 miles north of Los Angeles and 200 miles south of Reno, Nevada. This show runs in conjunction with the annual Mule Days Celebration, which brings an estimated 30,000 people to Bishop each year. The lovely creek-side park setting attracts many visitors and keeps shoppers lingering at our shows.

Please carefully review all information provided.

The deadline for the entries is March 31, 2010 in our office or when all spaces are sold. In 2009, all spaces were sold prior to this deadline. Electricity is not available, except for prepared food vendors. You are required to send at least two photos of your work with your application if you are a new applicant, or if your booth configuration or product has changed significantly. Also, enclose your R.V. space request (if required), payment for booth space, and the Release of Liability form.

If you fail to meet these requirements, or to complete all of the forms legibly, your application will be returned. A checklist is provided.

Any food items must meet the criteria of the Inyo County Health Department regulations. If your edibles are packaged, they *must* be labeled with weight and contents. Vendors will be subject to County inspection and must pay \$20 inspection fee. For more information, write the Inyo County Environmental Health, 207 West South Street, Bishop, CA 93514, or call, 760-873-7866.

The selection committee will notify you of your entry approval, but a deposited check is a sign of acceptance. In the event your application has not been accepted, your check will be returned or your credit card will not be charged. Booth assignment and R.V. passes are provided upon approval of participation.

If you would like more information on the Inyo Council for the Arts and have internet access, please visit www.inyo.org.

Looking forward to hearing from you,

The Staff of the ICA

GENERAL INFORMATION

BOOTHS: The fee is \$250 for one space measuring 12 ft x 12 ft. Each participant must supply his or her own display. Booths must include a canopy or tent; tables with storage underneath must have a table skirt. Booths should be clean and professional-looking. Electricity is not available in your booth. No Dogs allowed in City Park. Any vendors bringing dogs in the park may be asked to pack up and leave.

CRITERIA FOR ENTRIES: All items displayed and for sale *must* be handcrafted by you. Any market or mass-produced items are unacceptable and may not be sold at this show.

The spirit of this show is that you are selling arts and crafts which you have made yourself. Large vinyl tie-on signs are not allowed.

SET UP TIME and LOCATION: The Bishop City Park on the north end of Main Street (Hwy 395) is the location of this outdoor show.

Hours will be:

Thursday	Set-up may begin <u>after ALL spaces are marked</u> (estimated time: 2:00 p.m.)
Friday	Set-up continues; selling begins at 9 a.m. through 6:00 p.m.
Saturday	9:00 a.m. to 6:00 p.m.
Sunday	9:00 a.m. to 6:00 p.m.
Monday	9:00 a.m. to 2:00 p.m. All vendors are expected to stay until the end of the show.

SECURITY: Each participant is responsible for the safety, protection, and insurance of his or her own exhibit and merchandise. Security guards will be on duty each night, starting Thursday, from 6:30 p.m. to 6:30 a.m.; however, protection against theft is not guaranteed.

REFUNDS: *No refunds will be made on accepted and processed applications.*

LODGING: A list of motels and local campsites is available at www.bishopvisitor.com or by phoning the Bishop Chamber of Commerce at (760) 873-8405. Rooms are filled far in advance for this weekend, so make your reservations early. A limited number of RV/trailer spaces, which have no hook-ups, will be available behind the park for a fee of \$55.00 for the five-day period (Thursday, Friday, Saturday, Sunday and Monday nights). Please see attached RV and Trailer Parking Application.

SPECIAL EMPHASIS: Giving on-site demonstrations of your skills is encouraged. Showing people the process of your craft helps them to develop a deeper appreciation for the arts and for the artists who are exhibiting. It also has been shown to improve sales.

BOOTH LOCATION: *Inyo Council for the Arts cannot guarantee requested booth locations. We will do our best to place all vendors in locations which meet their needs.*

INYO COUNCIL FOR THE ARTS
MEMORIAL DAY ARTS & CRAFTS SHOW
MAY 28-31, 2010
APPLICATION for EXHIBITOR BOOTH SPACE

DO NOT WRITE IN THIS
BOX -FOR ICA USE ONLY.

Please, print clearly -
All spaces must be filled and legible or your application will not be accepted.

Name: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Vehicle make & model: _____ License # _____ E-mail _____

Space Requested (list three choices): _____

Type of art, craft, or flora to be exhibited:

Brief description of your work:

All items I sell have been handcrafted by me _____ (please initial)

New Vendors: PLEASE INCLUDE A MINIMUM OF TWO PHOTOS OF YOUR WORK AND DISPLAY.

PAYMENT: _____ I HAVE ENCLOSED MY \$250.00 BOOTH SPACE FEE
_____ I HAVE ENCLOSED _____ for ADDITIONAL _____ BOOTH SPACE FEE
_____ FOOD VENDORS ONLY - I HAVE ENCLOSED MY \$20 HEALTH INSPECTION FEE
_____ I HAVE ENCLOSED MY \$55.00 R.V. SPACE FEE*
***please note:** you must fill out space reservation form page 4, for an R.V. space

Check one:

__ Visa or Master Card # _____ - _____ - _____ Exp. date _____

__ Check # _____

Make checks payable to: Inyo Council for the Arts (ICA)
137 South Main St.
Bishop, CA 93514

<p><u>For Office Use Only</u> Total received _____ Date _____ Confirmation letter sent _____</p>
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I have read, understood, and agree to the criteria:

Signature of Applicant

Date

BISHOP CITY PARK—R.V. & TRAILER PARKING

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NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ PHONE: _____

R.V./TRAILER LICENSE NUMBER: _____

I understand that there is an additional \$55.00 charge to cover the cost of R.V. parking at the site, and I have enclosed that amount. I understand that there are a limited number of spaces and that there are **no hook-ups available**. I accept these conditions and would like a space reserved for me. I understand that, if accepted, I will receive a special parking permit through the mail before the event. If the available spaces are already reserved, my \$55.00 will be returned to me.

Signature of applicant _____ Date _____

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Thursday 'No Sales' Agreement and Release of Liability

1. I acknowledge that I have voluntarily applied to participate in the Arts & Crafts Show over Memorial Day weekend, located in the Bishop City Park, hereinafter known as *event*, sponsored by the Inyo Council for the Arts, hereinafter known as *ICA*.
2. I hereby release the above named entity and any of its affiliated organizations from all actions, claims or demands that I, my assignees, heirs, distributors, guardians, or legal representatives now or hereafter may have for injury, loss or damage resulting from my participation in this event.

Acknowledgement of NO SALES before Friday

3. I hereby acknowledge that I understand there will be no sales allowed before Friday (the designated commencement of sales).

Signature of Applicant

Date