

# INYO COUNCIL for the ARTS

137 South Main St., Bishop, CA 93514 • Phone: 760-873-8014 • e-mail: [inyoarts@inyo.org](mailto:inyoarts@inyo.org)

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Labor Day Weekend Arts & Crafts Show  
Friday, Saturday, Sunday & Monday  
September 1 - 4, 2017

This four-day show of handcrafted arts and crafts is held annually at the Bishop City Park. Bishop is located at the eastern edge of the beautiful Sierra Nevada on Highway 395, about 270 miles north of Los Angeles, and 203 miles south of Reno, Nevada. This show runs in conjunction with the annual Tri-County Fair, and draws an estimated 5,000 people to the area. 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 entries is August 4, 2017 or when all spaces are sold.

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) with payment, payment for booth space, and the Release of Liability form.

*If you fail to meet these requirements, or to complete legibly all of the forms, your application will be returned.* See checklist on back of page 5 to make sure you return all required documents.

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 will pay us a \$25 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. 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](http://www.inyo.org).

Looking forward to hearing from you,

The Staff of ICA

## GENERAL INFORMATION

**BOOTHES:** The fee is \$150 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 and 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 and no refund will be given.

**CRITERIA FOR ENTRIES:** Items displayed and for sale **must** be 80% handcrafted by the vendor. 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.

**SET UP TIME:** 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)	Set-up <u>after ALL spaces are marked</u> , approximately 2:00 p.m.
Friday (Set-up)	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. 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 from 6:30 p.m. to 6:00 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](http://www.bishopvisitor.com) or by phoning the Bishop Chamber of Commerce: 760-873-8405. A limited number of RV/trailer spaces, which have no hook-ups, will be available behind the park for a fee of \$45.00 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, except for crafters who request their previous year booth space and submit their application and payment by July 1. Every effort will be made to assign booth locations as requested. In general, spaces are assigned as applications come in; so earlier requests are more likely to be successful in procuring a specific site.*

INYO COUNCIL FOR THE ARTS

LABOR DAY ARTS & CRAFTS SHOW 2017  
APPLICATION for EXHIBITOR BOOTH SPACE

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: \_\_\_\_\_

E-mail: \_\_\_\_\_

Vehicle make & model: \_\_\_\_\_ License Plate #: \_\_\_\_\_

Space Requested (list three choices): \_\_\_\_\_

Type of art or craft 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 \$150.00 BOOTH SPACE FEE
  - \_\_\_\_\_ I HAVE ENCLOSED \_\_\_\_\_ for ADDITIONAL \_\_\_\_\_ BOOTH SPACE FEE
  - \_\_\_\_\_ ALL FOOD VENDORS - I HAVE ENCLOSED MY \$25 INSPECTION FEE
  - \_\_\_\_\_ I HAVE ENCLOSED MY \$45.00 R.V. SPACE FEE\*
- \*please note: you must fill out space reservation form page 4, for a R.V. space

**Check one:**

Visa, MasterCard or American Express # \_\_\_\_\_  
Exp. date \_\_\_\_\_ V Code: \_\_\_\_\_

\_\_ Check # \_\_\_\_\_

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

I have read, understood, and agree to the criteria

<b>For office use only</b>	
Total Payment	_____
Date received	_____
Confirmation sent	_____

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

*BISHOP CITY PARK – R.V. & TRAILER PARKING*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

R.V./TRAILER LICENSE NUMBER: \_\_\_\_\_

I understand that there is an additional \$45.00 charge to cover the cost of R.V. parking at the site, and I have enclosed that amount. I understand 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 \$45.00 will be returned to me.

Signature of applicant

\_\_\_\_\_ Date \_\_\_\_\_

Inyo Council for the Arts  
137 South Main Street - Bishop, CA 93514  
Phone: 760-873-8014  
Fax: 760-873-5518  
inyoarts@inyo.org  
www.inyo.org

**Release of Liability**

1. I acknowledge that I have voluntarily applied to participate in the Arts & Crafts Show over Labor Day week-end, hereinafter known as *event*, located in the Bishop City Park, 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.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

# *Checklist*

1. Did you enclose your signed check or correctly note your credit card number and expiration date?
2. Did you sign the application?
3. Did you sign the release of liability form?
4. If you need an RV space, did you fill out the form and enclose payment?
5. If you are new to this show or have made changes to your product line, have you enclosed two photos of your work and one of your booth and display?
6. Did you include your vehicle make and license plate number?

**Deadline for entries  
is August 4, 2017.**