



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

Memorial Day Weekend Arts & Crafts Show
Friday, Saturday, Sunday & Monday
May 22-25, 2020

This four-day show of handcrafted arts and crafts is held annually in 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 Mule Days Celebration, which brings an estimated 20,000 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.

Electricity is not available at your booth, with the exception of a few 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, 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. A checklist is provided.

All food items must meet the criteria of the Inyo County Health Department. If your items are packaged, they *must* be labeled with weight, identification of contents, and names of licensed producers. Vendors will be subject to Inyo County inspection. ***Please note, starting in 2020, food vendors must fill out a separate application directly with the Inyo County Environmental Health Office for a temporary food license. The application and guidelines can be found on our website.*** For more information, contact the *Inyo County Environmental Health Office* at 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 or credit card charge 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 Inyo Council for the Arts, please visit www.inyo.org.

We look forward to hearing from you,

The Staff of ICA

GENERAL INFORMATION

BOOTHS: The fee is \$300 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 look professional. Electricity is not available in your booth. Per City of Bishop ordinance, there are NO dogs allowed in the park, with the exception of service animals as defined by the ADA. Any vendors who bring dogs to the park may be asked to leave and no refund will be issued.

CRITERIA FOR ENTRIES: All items displayed and for sale *must* be 75% handcrafted by you. Any market or mass-produced items are unacceptable and may not be sold at this show. This event only showcases arts and crafts which are handmade by the vendors themselves, not by friends, family members, etc.

SET UP TIME and LOCATION: This outdoor show is held in the Bishop City Park, on the north end of Main Street (Hwy 395) in Bishop. We ask that vendors not drive on the grass while setting up. You may drive as close as possible to your space on the service road, unload, and move your car to a parking area before setting up your booth. We will include a park map with your acceptance letter.

Hours:

Thursday: Set-up may begin after cleared by ICA staff (estimated time: 2:00 p.m.)
Friday: Set-up continues; selling hours are 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.

NOTE: All vendors are expected to be open during all show hours.

SECURITY: Each participant is responsible for the safety, protection, and insurance of his or her own exhibit and merchandise. Starting Thursday, 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: Cancellations through March 31st of the current show year will be refunded minus a \$75 cancellation/processing fee. No refunds will be made on accepted and processed applications after March 31st.

LODGING: A list of motels and local campsites is available at www.bishopvisitor.com. Rooms are filled far in advance of this weekend, so make your reservations early. A limited number of RV/trailer spaces, which have no hook-ups or services, will be available behind the park for a fee of \$60.00 for the five-day period (Thursday, Friday, Saturday, Sunday and Monday nights). Please see attached RV and Trailer Parking Application. No tent camping.

SPECIAL EMPHASIS: Giving on-site demonstrations of your skills is encouraged. Showing the process of your craft helps develop a deeper appreciation for the arts and for the artists who are exhibiting.

BOOTH LOCATION: *Inyo Council for the Arts cannot guarantee requested booth locations.* We will do our best to place all participants in locations that meet their needs. Please remember that the earlier you submit your application, with full payment, the better chance we can accommodate your space request.

INYO COUNCIL FOR THE ARTS

DO NOT WRITE IN THIS BOX
FOR ICA USE ONLY.

MEMORIAL DAY ARTS & CRAFTS SHOW
MAY 22-25, 2020
APPLICATION for EXHIBITOR BOOTH SPACE

Please fill all spaces legibly or your application may be returned.

Name: _____

Business Name: _____

Address: _____

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

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

Note: Applications will not be accepted without vehicle information

Space Requested (list three choices): _____

Type of art or craft to be exhibited:

Brief description of your work:

75% of 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 \$300.00 BOOTH SPACE FEE
_____ I HAVE ENCLOSED _____ for an ADDITIONAL _____ BOOTH SPACE(S)
_____ I HAVE ENCLOSED MY \$60.00 R.V. SPACE FEE*
***please note:** you must fill out space reservation form page 4, for an R.V. space

Check one:

___ Credit card # _____ - _____ - _____ - _____ Exp. date _____ V-Code: _____

___ Check # _____

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

For Office Use Only

Total received _____
Date _____
Confirmation letter sent

I have read, understood, and agree to the criteria:

Signature of Applicant

Date

BISHOP CITY PARK – R.V. & TRAILER PARKING

NAME: _____

ADDRESS: _____

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

R.V. / TRAILER LICENSE PLATE: _____

I understand that there is an additional \$60.00 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 money will be returned to me.

Signature of applicant _____ Date _____

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 Inyo Council for the Arts, hereinafter known as *ICA*.

2. I hereby release ICA 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

INYO COUNCIL FOR THE ARTS
137 S. Main Street
Bishop, CA 93514

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?