

2011 ARTS & CRAFTS APPLICATION
Riverbank Cheese and Wine Exposition

SATURDAY 10-7, SUNDAY 10-5
OCTOBER 8 & 9, 2011

**HOSTED BY
 THE
 RIVERBANK
 ROTARY CLUB**

Applicants are not confirmed until all documents, and full payment of all fees are received.

ALL ITEMS MUST BE HANDMADE

VENDOR INFORMATION – PLEASE FILL OUT COMPLETELY – PRINT OR TYPE

Business Name:	Business Phone:
Contact Person:	Alternate Phone:
Address:	Fax:
City, State, Zip:	email:
California Resale License:	

LIST ITEMS BELOW THAT YOU WISH TO SELL OR EXHIBIT. All items are subject to approval by juried selection.

Selection: Arts & Crafts eligibility is limited to handcrafted and original work such as paintings, drawings, sculpture, pottery, leatherwork, jewelry, woodwork, textiles and other traditional craft products. Manufactured and/or mass-marketed products are **COMMERCIAL VENDORS** and must request a Commercial Vendor application form. Selection is juried. Priority will be given to applicants whose work meets the jury's artistic standards.

I verify that all items to be sold are handmade, original items: _____
Authorized Signature *Date*

Arts & Crafts Booth Fees

You must buy enough space to fully accommodate your display. Space is sold in 12 x 12 increments.

Number of 12 x 12 spaces _____ x \$345 \$ _____

Additional Fees

END BOOTH (Selling from both front and side) \$50 \$ _____

SECURITY DEPOSIT (see item #5) \$50 \$ _____

I have a deposit on file

VENDOR LIABILITY INSURANCE (see item #1) \$100 \$ _____

ELECTRICAL SERVICE \$50 \$ _____

Total (Minimum: 1/2 payment is due with your application) \$ _____



PLEASE READ CAREFULLY AND SIGN THE AGREEMENT

1. **CERTIFICATE OF INSURANCE** – Vendor must carry liability insurance of at least \$1,000,000. A certificate of insurance form naming the **Riverbank Rotary Club, their officers, agents and employees** as additionally insured **MUST** be issued by your insurance carrier. You can purchase insurance through the Event for \$100.
2. **PRODUCT**-You must submit a photo of your items, they must be **HANDMADE** to qualify for Arts & Crafts pricing.
3. **ENFORCEMENT & PERMITS** – Decisions made by Riverbank Rotary Club and are final. Vendors will comply with all laws and regulations. Vendor is responsible for obtaining necessary permits and licenses to operate and/or sell at this event. All permits, licenses and forms must be on display at the vendor's booth space.
4. **LIABILITY** – Vendor covenants that it will protect, hold harmless & indemnify the Event, Riverbank Rotary, the Committee, Riverbank Cheese and Wine Exposition, the City of Riverbank, Sponsors, and their officers, agents, and employees. The Event, Riverbank Rotary, the Committee, Riverbank Cheese and Wine Exposition, the City of Riverbank and Sponsors are not liable for lost, damaged or stolen vendor property.
5. **REFUNDS** – **There will be no refunds for rain or other act, either man-made or natural or if the space reservation is cancelled after September 1, 2011.** A \$50 fee will be withheld for all cancellations prior to September 1st, 2011.
6. **DEPOSITS** –Security Deposits will be held until after the event to ensure spaces and city property are left in good condition. Deposits may be withheld at management's discretion for, but not limited to, failure to show, late arrival, **early leaving**, and violation of rules of the event, unauthorized sales. Deposits will be rolled over to the next Exposition unless a refund requested. **Refund requests must be made in writing no later than December 1, 2011.**
7. **GENERAL RULES** – Approved Vendors will receive a packet with complete information approx. 3 weeks in front of the Exposition. Vendors must read and adhere to all regulations.
8. **COMPLETED APPLICATIONS** – A complete application and all fees including deposits, etc. must be received no later than September 1, 2011. Applications are considered complete when all permits, payments and necessary documents are received. Vendors may not set up until the above conditions are met.
9. **BOOTH SPACE** – Your fee includes a 12'x12' space (*Tenting not included*). Placement of your booth is not guaranteed and is at the discretion of Exposition Management.
10. **ACCEPTANCE** – A limited number of craft vendors in any category will be accepted into the Exposition. Decisions are based on, but not limited to, originality, history, and appeal of booth. Selection will be juried.

I have read the regulations included with this application and agree to comply with the conditions set forth.

Signature

Date

I WILL BE USING A GENERATOR. LIST TYPE HERE: _____
ALL GENERATORS MUST BE APPROVED BY RIVERBANK ROTARY CLUB BEFORE THE EVENT.

PAYMENT SCHEDULE: ½ of total fees due with application, full payment due September 1st.

Make checks payable to: **Riverbank Rotary Club**

Mail Application & Payments to:

Riverbank Rotary Club, 6618 Third Street, Riverbank CA, 95367

Visa & MasterCard will be accepted.

For security purposes do not write credit card numbers on this form.
We will call you for your personal information after receipt of your application.

Email: vendors@riverbankcheeseandwine.org



Riverbank Rotary Club; Cheese & Wine Exposition Headquarters
6618 Third Street; Riverbank, CA 95367
Tel: (209) 863-9600 Fax: (209) 863-9601