

ARTS & CRAFTS FAIRE APPLICATION

ROTARY CLUB OF WOODLAND HILLS

April 22 & 23, 2017 - 10 a.m. - 5 p.m. - Promenade Mall
6100 Topanga Canyon Blvd.



*ALL PROCEEDS GO TO ROTARY PROJECTS BENEFITING LOCAL
COMMUNITIES AND INTERNATIONAL HUMANITARIAN PROJECTS*

Exhibitor Information and Requirements:

The Rotary Club of Woodland Hills Arts & Crafts Faire is open to the following participants:

- Creators of all media of original Fine Art & Fine Crafts
- Community Service Organizations
- Food Services and Entertainment Providers
- Commercial Providers (Chamber of Commerce Members)

All participants must personally attend his/her exhibit and be present during the entire two days of the Faire. There will be no refunds or rain checks due to weather. Any artist wishing to cancel after confirmation must do so **IN WRITING**, via E-Mail or postal mail and be received by **April 1, 2017**.

Participants must provide their own canopies, awnings, tables, chairs, easels, signs, and all other items needed for their display and must assume responsibility for monitoring said displays.

Participants are encouraged to set up their displays on Friday after 2 p.m. and are permitted to leave their displays overnight or set up at 6 a.m. Saturday morning. All vehicles must be removed from the site by 9 a.m. both mornings. Security will begin Friday evening at 5 p.m. Saturday security will begin at 5 p.m. until 7:30 a.m. on Sunday. The Faire management **cannot accept responsibility or liability** for loss or damage to exhibitor's property at any time during the Faire.

Jury Process

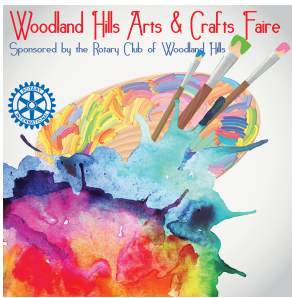
The jury will determine eligibility based on quality and originality, as demonstrated by photos submitted. Acceptance notifications will be e-mailed or sent by mail after the completion of the jury process.

Application Deadline

Please submit your application as soon as possible, as some categories fill quickly. Deadline for submission is **April 10, 2017**. Late registration may be accepted based on space availability.

PARTICIPANTS ARE SOLELY RESPONSIBLE FOR ANY LOSS, DAMAGE, OR OTHER HARM TO THEIR PERSON AND PROPERTY AT ALL TIMES DURING THE FAIRE, INCLUDING TRAVEL TO AND FROM THE SITE, SET-UP AND TEARDOWN. ALL PARTICIPANTS ARE SOLELY RESPONSIBLE FOR THEIR OWN LIABILITY INSURANCE.

THE ROTARY CLUB OF WOODLAND HILLS RESERVES THE RIGHT TO ALTER, CHANGE, OR AMEND ANY OF THE CONDITIONS OF THIS APPLICATION FOR THE BETTERMENT OF THE SHOW.



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PARTICIPANT NAME _____

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ CELL PHONE _____

E-MAIL _____ WEBSITE _____

CA RESALE NUMBER _____

CAR LICENSE _____ MAKE _____ MODEL _____

AS AN ARTIST, YOU WILL BE DISPLAYING:

Candles ___ Ceramics ___ Dolls ___ Fiber/Textiles ___ Glass ___ Jewelry ___ Metal Art ___ Painting ___

Photography ___ Mixed Media ___ Wood ___ Other (specify) _____

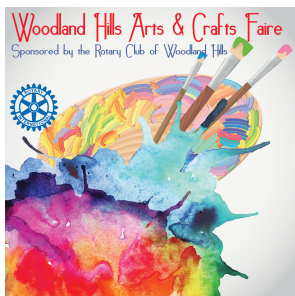
IF YOU ARE NOT AN ARTIST, PLEASE INDICATE YOUR PARTICIPATION TYPE:

Community Services Organization: YES/NO (Circle One)

Food Services or Entertainment: YES/NO (Circle One) Food Type _____

Commercial (Chamber of Commerce Member): YES/NO (Circle One) CoC Name _____

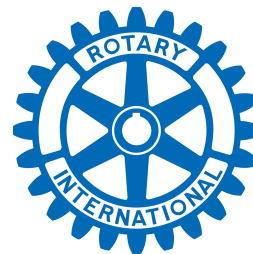
Have you exhibited with us before? Yes ___ No ___ If yes, which year(s) _____



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Application Checklist – Please include the following items:

1. **A completed signed application form.**
2. **If you are an Artist, 5 photos** – 4 of your product and 1 of your booth setup. Photos will remain on file. If you participated in the last Faire photos are not required unless you are displaying a new and different art form.
3. **Payment** by Money Order or check made payable to The Rotary Club of Woodland Hills. Checks returned for any reason will be subject to a \$20 handling fee and must be replaced with a US Postal Money Order.
4. **Booth Choice** – Single Booth \$275 (12' W x 10' D) _____
Double Booth \$425 (24' W x 10' D) _____
Food Vendors, please call for booth fee _____
5. An **SASE (Self Addressed Stamped Envelope)** with **sufficient postage** for acceptance notification.
6. **Postcards Request** – Up to a Maximum of 100 – please include a 6"X9" or larger S.A.S.E with **either \$3** [for 10-50 postcards] **or \$6** [for 51-100] for postage – **Required for postcard delivery.**
Number of postcards Requested _____
7. Copy of your Seller's Permit

Booth/Location Requests – Please understand that we will make every effort to honor your requests but no guarantees can be made. Please specify booth choice(s) 1st _____ 2nd _____ 3rd _____

The undersigned hereby agrees to defend, indemnify, and hold harmless the Rotary Club of Woodland Hills, the City of Los Angeles, employees of and agents from and against all loss, liability charges and expenses (including attorney's fees) which may arise by participating in the event. I understand that the Los Angeles City does not provide accident, medical, liability, workers' compensation insurance and/or any other insurance. I agree to carefully inspect and satisfy myself that the facilities provided are reasonably safe for their intended use. I agree to assume the risk of participating at the premises. I understand the Rotary Club of Woodland Hills retains the right to use photos taken during activities for publicity purposes. I agree to adhere to all event guidelines, including loading and unloading procedures and event timelines. I understand that failing to adhere to guidelines may result in dismissal from the faire without a refund and being refused participation at future Woodland Hills Rotary events.

Acceptance to the Faire and your signature below constitute your agreement with all Exhibitor Information and Requirements on all pages of this application form.

Applicant Signature _____ Date _____

Please mail pages **2 & 3** of the application to:
Attention: Jay Saltzman, Event Co-Chair
818-344-5776 ♦ jnsure@aol.com
Paul Lawler, Event Co-Chair
818-222-8222 ♦ LawlerPaul@aol.com

Arts & Crafts Faire
Rotary Club of Woodland Hills
P.O. Box 144
Woodland Hills, CA 91365-0144