

**THIS FAIR IS ALWAYS A SELL-OUT! DON'T BE DISAPPOINTED,
RETURN YOUR APPLICATION AND PAYMENT TODAY!**

44th ANNUAL BENICIA CHAMBER OF COMMERCE



Fine Arts & Craft Fair

Saturday, September 16, 2017

10 AM - 4 PM • Rain or Shine

CHECK LIST

Applications will NOT be considered
without the following:

- Completed Entry Form
- Minimum of 3 Photos
- Self-addressed, Stamped Envelope
- Payment (Check, Cash, Credit Card info)
- California Seller Permit Number
- Signed Terms & Conditions Agreement

**Event Information,
Requirements,
Application,
Agreement**



44th ANNUAL BENICIA CHAMBER OF COMMERCE

Fine Arts & Craft Fair

2017 INFORMATION & REQUIREMENTS

ENTRY FEE - \$150 PER SPACE

Checks/money order, Cash, Visa and MasterCard are accepted. Make checks payable to: **Benicia Chamber of Commerce**. The above fee includes a City-levied \$19.10 Peddler's Permit, distributed to vendors the day of the event.

ELIGIBILITY

Entry is limited to artisans, crafters and hobbyists. Items for sale must be complementary to the event, and in the spirit of our guidelines, depend heavily on the 'handmade' aspect by being designed, created, or altered by the exhibitor. Items not meeting these requirements or that differ from the application description or photos are not allowed and will be removed from the show.

APPLICATION PROCESS

Hundreds of applications to participate in this event are received annually. All applications are reviewed, accepted and/or denied by a jurying committee that meets periodically from now until the event date. Previous vendors are encouraged to submit applications immediately for consideration and, if approved, space assignment. Applications are considered based on quality, category, variety, and how complementary they are to the event. If your application is denied (explanations are not provided) your payment and photos will be returned.

SPACE ASSIGNMENT

If your application is accepted, a receipt displaying your space assignment (subject to change) will be mailed to you. Photos are retained by the event organizer and will not be returned.

INSTRUCTIONS

- 1 **LAST YEAR'S EXHIBITORS** – To be considered for a specific space number, applications must be received by **JUNE 9, 2017**, however, space numbers are subject to change.
- 2 A minimum of 3 photographs (with vendor's name and address printed on the back) clearly showcasing your art/craft **MUST** be included with your entry form to be considered for participation.

3 Applications will automatically be DENIED without the following: Photos, payment, valid California Sellers Permit number, your signature accepting the Terms & Conditions agreement, and a self-addressed, stamped envelope.

4 This is a juried event. Every attempt will be made to limit the number of vendors per category.

5 Exhibitors must provide their own setup, canopies, tables, etc. The event will be held rain, wind, or shine. *Please come prepared for all weather conditions.* Electricity is not available.

6 Space sizes are approximately 10 feet x 12 feet. **YOU MUST REMAIN WITHIN THESE SPACE LIMITATIONS. SIDEWALKS CANNOT BE USED FOR STORAGE.**

7 Booths must be set up by 9 a.m. No vehicles or traffic are allowed in the event between 9 a.m. and 4 p.m. - No exceptions. Volunteers will be on site to answer questions regarding parking areas.

8 All vendors must be open for business and in operation until 4 p.m. Sales must conclude at 4 p.m. Booth spaces must be cleared out, cleaned up and off the street by 6 p.m.

9 City of Benicia sales tax rate is 8.375%. A sales tax table will be available upon arrival.

NO REFUNDS WILL BE MADE AFTER SEPTEMBER 1, 2017

A \$25 processing fee will be charged on all refunds requested prior to September 1, 2017, and on checks returned for any reason.

44th Annual

Fine Arts & Craft Fair

Sponsored by

Benicia Chamber of Commerce
601 First St., Suite 100, Benicia CA 94510
707-745-2120

www.BeniciaChamber.com
BeniciaChamber@aol.com

APPLICATION (continued)

- Complete application, sign the terms and conditions (below)
- Enclose a minimum of three (3) photos of your art or craft
- Include a self-addressed, stamped envelope and payment of **\$150 per space**, made payable to: **Benicia Chamber of Commerce**

MAIL TO:

Benicia Chamber of Commerce
601 First Street, Suite 100, Benicia CA 94510

NO REFUNDS MADE AFTER SEPTEMBER 1, 2017

A \$25 processing fee is charged on all refunds requested prior to September 1, 2017, and on checks returned for any reason.

REQUEST TO SHARE A BOOTH

Artists requesting to share a booth must send an application for each artist. Please check the box below if you are requesting to share a booth.

I wish to share a booth with:

Name: _____

TERMS & CONDITIONS

The undersigned hereby releases and discharges, and holds harmless the Benicia Chamber of Commerce and any of its agents of and from any and all manner of actions, suits, damages or claims whatsoever arising from any loss or damage to the property of undersigned and hereby consents to the enforcement of the show rules as set forth in this document.

Exhibitor Signature

Date Signed

2017 APPLICATION FINE ARTS & CRAFT FAIR

BENICIA CHAMBER OF COMMERCE • SEPTEMBER 16, 2017

SPACE #
(office use only)

FIRST & LAST NAME (please print) _____

ADDRESS _____ CITY _____ ZIP _____

PHONE _____ EMAIL _____

MANDATORY: Applications will NOT be processed without: ① Payment, ② Photos, ③ Self-addressed, stamped envelope, ④ Signed Terms & Conditions, and, ⑤ Valid Calif. Seller Permit # _____

ITEM(S) DESCRIPTION _____

Returning Vendor New Vendor SPACE PREFERENCE _____

◆◆◆◆ **RETURN SIGNED APPLICATION AND \$150 PER SPACE TO** ◆◆◆◆

Benicia Chamber of Commerce, 601 First Street, Suite 100, Benicia CA 94510, (707) 745-2120

▶ AMOUNT ENCLOSED \$ _____ PAID BY: Check Cash Credit Card

Visa / MasterCard # _____ Exp. Date _____ Name on card _____

▶ Often, after a show, shoppers call to request a vendor's name and phone number. The Benicia Chamber of Commerce has permission to provide my name, phone, or email address for such inquiries: YES NO