

Saturday and Sunday,
October 6 and 7, 2018



Saturday - 10 a.m. to 5 p.m.
Sunday - 10 a.m. to 5 p.m.

www.mbfair.org

The Manhattan Beach Hometown Fair is organized and presented by an all-volunteer, non-profit Board of Directors.

2018 ARTS AND CRAFTS BOOTH APPLICATION

The Hometown Fair Board of Directors invites you to apply to participate in a fun filled community event. Our activities this year will include live entertainment, games and food booths, and an arts and crafts section with a fine selection of items to be viewed and purchased by fair goers!

Street Booth Space

- 5' deep by 10' wide \$275
- 10' deep by 10' wide \$425

To apply for a booth, you must submit the following with this application:

1. Send a check or money order for the booth fee made payable to Manhattan Beach Hometown Fair Association.
2. **Please note:** A \$25 fee will be charged for any returned checks.
3. Send a SEPARATE check in the amount of \$5.00. This is a non-refundable application filing fee to help offset rising operational costs.
4. Send at least four good photographs or slides representing **all** items you wish to sell at the Fair.
Please – no glass, frames, portfolios, or pictures larger than 8" x 10" or actual items should be submitted.
5. Send one (1) self-addressed envelopes – one business size with First Class postage (50 cents) for notice of acceptance.
6. Send one (1) envelope 8" x 11", or larger, with \$2.70 in postage to return your photographs and fair packet of information.
7. Send a signed and dated Fair Association/City of Manhattan Beach Indemnification Statement. See below.
8. Send a signed and dated agreement to abide by the rules governing the Arts & Crafts area of the Hometown Fair. See other side.

*****Manhattan Beach Residents are given priority, but are not guaranteed acceptance*****

Keep this part

Detach and send this part

Please print or write clearly.

Craftsperson name(s): _____ Home Address: _____
 City: _____ Zip: _____ Phone: _____
 Business name: _____ Business Phone: _____
 Email Address: _____

Items to be sold (check one or more of the following):

- | | | | |
|------------------------------------|-----------------------------------------|----------------------------------------|-------------------------------------------|
| <input type="checkbox"/> clothing | <input type="checkbox"/> needlework | <input type="checkbox"/> photography | <input type="checkbox"/> leather items |
| <input type="checkbox"/> jewelry | <input type="checkbox"/> textile crafts | <input type="checkbox"/> wood crafts | <input type="checkbox"/> pottery/ceramics |
| <input type="checkbox"/> paintings | <input type="checkbox"/> paper design | <input type="checkbox"/> holiday items | <input type="checkbox"/> glass |
| <input type="checkbox"/> drawings | <input type="checkbox"/> metal crafts | | <input type="checkbox"/> other |

Price Range: _____

Booth size requested: 5' x 10' 10' x 10' (Enclose appropriate fee) **Note: Only one space per applicant.**

Indemnification Statement: "The undersigned agrees to indemnify, defend, and hold harmless the Manhattan Beach Hometown Fair Association, the Board of Directors, and the City of Manhattan Beach and its elective or appointive boards, officers, agents, attorneys and employees from any and all claims, liabilities, expenses, or damages of any nature, including attorney fees arising out of, or in any way connected with performance of, the Agreement by the undersigned, the undersigned's agents, officers, employees, subcontractors, or independent contractors hired by the undersigned. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by the undersigned."

For Committee Use Only:

Date Received: _____

Booth Assigned: _____

Signature _____ Date _____

Important Information for All Applicants:

- **The Arts and Crafts Committee must receive all information requested on this application by July 10, 2018.**
- Submitting an application does not guarantee acceptance.
- Participation in previous Fairs does not guarantee acceptance to the 2018 Fair.
- All applicants will be required to jury for acceptance to the Fair.
- If you are not accepted for the 2018 Fair, your money will be refunded.
- Cancellations must be made at least 30 days prior to Fair dates in order to receive a refund. After 30 days, a refund will be given only if the Arts and Crafts Committee can fill your space with an applicant from our waiting list.
- There will be no refunds in the case of inclement weather.
- The Arts and Crafts Committee reserves the right to make final decisions on booth selections and booth locations. The Committee may also limit the number of booths selling the same arts or crafts. Remember – uniqueness and quality of craftsmanship are key factors in making selections.
- Applicants who are accepted will be notified by August 20, 2018. Booth space assignments will be made later by the Arts and Crafts Committee. In September, participants will be notified of their booth number and location and other procedures for Fair days.
- The California State Board of Equalization requires a temporary or permanent Sellers Permit to sell in public. For information on how to obtain a Seller's Permit, please access the following website: www.boe.ca.gov

Please return all applications to:

**Arts and Crafts Committee, Manhattan Beach Hometown Fair,
The UPS Store, 1601 Sepulveda Blvd. – Box 829, Manhattan Beach, CA 90266**

If you have any questions, send an email to artsandcrafts@mbfair.org.

The Arts and Crafts Committee hopes the 2018 Fair will be the best ever! Please remember that the committee is made up of volunteers who strive to provide an interesting mix of arts and crafts for fair goers that will also be profitable for the participants. To do this, it is of the utmost importance that all participants follow the rules and instructions that they have agreed to in writing on this application. The Arts and Crafts Committee has the right to remove any participant before or during the Fair if the participant does not cooperate. This would also jeopardize the participant's chances to be included in future Manhattan Beach Hometown Fairs.

Rules:

1. **There will be no commercially manufactured wares accepted for sale; all items shall be created or handcrafted by the applicant.**
2. The applicant (artist) must be present to sell his/her work; no representatives. The Arts and Crafts Chairperson will be by to meet the artist.
3. No drug related items will be sold.
4. No t-shirts, buttons or posters with advertisements or slogans will be sold.
5. No food will be sold in the Arts and Crafts section of the Fair.
6. Participants are expected to have a selection of items for sale, not just multiple supplies of one item, unless they are classified as a Community Service booth (non-profit community organization based in Manhattan Beach).
7. All work must be appropriate for family viewing.
8. Participants will adhere to Fair opening and closing times set by the Arts and Crafts Committee.
9. Participants must conform to all entry and exit traffic patterns on Fair days.
10. Participants will display their booth identification cards during Fair hours.
11. Participants will not move to another location without official permission.
12. Participants must sell only from their designated space; no roving is permissible.
13. Participants are responsible for the construction, removal, and cleanup of their own booths in accordance with fire codes. We provide the space on the street. You provide all other items that you need to construct your booth.
14. Booths must conform to size restrictions on all sides and no infringement on walkways or neighboring booth spaces.
15. No dogs or pets of any kind are allowed.
16. Sharing a booth is permissible **only** if both applicants have provided the appropriate information, dated and signed the application, and have had **all** work approved by the Arts and Crafts Committee.
17. Participants will cooperate with the Arts and Crafts Committee in any way necessary to provide a safe and enjoyable Fair for citizens attending as well as participants.
18. Alcoholic beverages are prohibited.
19. A valid Seller's Permit must be available on request.

Failure to comply with these rules can result in closure and may exclude your participation in future Fairs.

Signature _____ Date _____