



**122ND SEQUIM IRRIGATION FESTIVAL
INNOVATIVE ARTS AND CRAFTS FAIR
VENDOR APPLICATION**

MAY 5-7, 2017

Greetings!

You are invited to submit an application for the 122nd Sequim Irrigation Festival Innovative Arts and Crafts Fair. The fair will be held on May 5-7, 2017, on the Civic Center Plaza (located at the corner of Sequim Avenue and Cedar Street) and on Cedar Street. The hours of the fair will be Saturday May 6, 10:00 a.m. to 5 p.m., and Sunday May 7, 10:00 a.m. to 4 p.m., with continuous entertainment. Additionally, you have an option to setup early on Friday and participate in our First Friday Art Walk Patron Preview on Friday, May 5th from 5pm to 8pm (at no extra charge).

The theme for the 122nd Sequim Irrigation Festival is "122 Skies of Blue".

Our Innovative Arts & Crafts Fair emphasizes reusability, repurpose and recycling. However, any vendor who creates high quality hand-made craft products will be considered. This is a juried show, and all submissions are judged on overall quality. Artists are encouraged to demonstrate their technique during the fair. Demonstrations tend to increase the amount of time the public will spend at your booth.

If you would like to be a part of our festival, please complete the enclosed application and submit it via mail. Applications will be accepted until April 7, 2017. The jury and booth fees (as separate checks) are due with your application. You may send your application via email, however, it will not be considered until the jury and booth fees are received.

Jurying will begin February 1st and continue periodically until April 7th. Your booth fee will be held until you have been juried. Once accepted you will receive notification of acceptance and your booth fee will be deposited. If you are not accepted your booth fee will be returned.

We look forward to meeting you personally at the 2017 122nd Sequim Irrigation Festival Innovative Arts & Crafts Fair. Additional information about the Irrigation Festival can be found at www.irrigationfestival.com. If you have any questions, please email Jean at wyattj@nikola.com or call 360-477-3750.

Sincerely,

Jean Wyatt and Renne Brock
Committee Co-Directors
Sequim Irrigation Festival Innovative Arts & Crafts Fair



Sequim Irrigation Festival - P.O. Box 3201 - Sequim, WA 98382 -
www.IrrigationFestival.com - Email: info@irrigationfestival.com



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VENDOR APPLICATION**

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Your jury fee, booth fees and photos must be submitted to be considered. See rules and guidelines and the accompanying letter.

Business Name: _____

Contact Name: _____

Address: _____

City: _____ St: _____ Postal Code: _____

Best Contact Phone: _____ Other Phone: _____

Email: _____ Website: _____

Facebook: _____

Washington State UBI#: _____ If you do not have a number, please attach a statement explaining why not. You must be registered with the State of Washington.

In addition to the Saturday/Sunday Arts & Crafts Fair, do you wish to participate in the First Friday Artwalk on Friday, May 5^h from 5pm to 8pm? Yes No

Crafts (Check the category that best describes your work.)

- | | | |
|--|----------------------------------|---|
| <input type="checkbox"/> CHILDREN | <input type="checkbox"/> GLASS | <input type="checkbox"/> PHOTOGRAPHY |
| <input type="checkbox"/> DOLLS | <input type="checkbox"/> JEWELRY | <input type="checkbox"/> POTTERY/CERAMICS |
| <input type="checkbox"/> FIBER | <input type="checkbox"/> LEATHER | <input type="checkbox"/> TOYS |
| <input type="checkbox"/> FINE ART | <input type="checkbox"/> METAL | <input type="checkbox"/> WOOD |
| <input type="checkbox"/> GARDEN | <input type="checkbox"/> PAPER | <input type="checkbox"/> OTHER _____ |
| <input type="checkbox"/> AGRICULTURAL PRODUCTS (i.e., food products, plants) | | |

Do you repurpose, recycle or reuse items to make your products? Yes No

Please list and describe **all** products to be sold:

Demonstrations: Do you do demonstrations or presentations about the creation of your products in your booth? Yes No.

If so, are there any safety or noise concerns that need to be addressed? Yes No

Booth size desired:

10' x 10' \$100.00 10' x 20' \$200.00

Power Requirements:

No Power One Outlet \$25.00 Two Outlets \$50.00



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Include the following items with your completed application:

- | | |
|--|---|
| <input type="checkbox"/> Completed Application | <input type="checkbox"/> Photos of products and booth |
| <input type="checkbox"/> Jury fee \$20 | <input type="checkbox"/> Hold Harmless Waiver and Good Faith Pledge |
| <input type="checkbox"/> Booth fee | <input type="checkbox"/> Payment for Electricity |

Once accepted for the Innovative Arts & Crafts Fair, you will need to complete the following by May 1, 2017:

- Certificate of Liability Insurance

If from out of the area, please let us know the type of accommodations you will use:

- RV Hotel Friends Other

Please send form and payment via mail to:

Sequim Irrigation Festival Street Fair Committee, P.O. Box 3201, Sequim, WA 98382

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Good Faith Pledge and Hold Harmless Waiver

I, the Undersigned agree to adhere at all times to all rules, regulations and policies of the Sequim Irrigation Festival and to follow all directions and instructions of its officials, including its Security Personnel. The undersigned hereby releases the Sequim Irrigation Festival Committee of any care, custody or control against loss, theft, vandalism and/or fire during this event on May 5-7, 2017.

I, the Undersigned certify that I will only sell the type of items presented in this application.

I, the Undersigned do hereby agree to release, relieve, discharge, indemnify, defend and hold harmless the Sequim Irrigation Festival staff, all Sequim Irrigation Festival participants, the City of Sequim and the Sequim Dungeness Valley Chamber of Commerce, and their officers, agents, volunteers and employees, from all claims, losses, suits, damages, judgments, expenses, costs and charges of every kind, including court costs and attorney's fees, resulting from its occupancy of the space herein under contract by reason of personal injuries, death or property damages. The undersigned further agrees to indemnify, defend and hold harmless the Sequim Irrigation Festival staff, all Sequim Irrigation Festival participants, the City of Sequim and the Sequim Dungeness Valley Chamber of Commerce, and their officers, agents, volunteers and employees, from any claims and for all damages, costs and expenses, including without limitation, court costs and attorney's fees and amounts paid in settlement incurred in connection with such claims arising out of acts of negligence of undersigned, his agents or employees. This paragraph shall survive termination of this Agreement.

I, the Undersigned fully understand that the terms of the Full Release shall serve as a Full Release and Full Assumption of risks for myself, my heirs, executors and administrators and for all persons authorized by me accompanying me to the Event.

I, the Undersigned understand that I am solely responsible for collecting and paying sales taxes on my goods and services for any and all business licenses necessary for doing business in the City of Sequim and the State of Washington.

I, the undersigned have read the Full Release form, understand its terms and acknowledge that without my acceptance, I will not be permitted to participate in the Event.

I, the Undersigned hereby accept all of the terms of the Full Release of Liability as evidenced by my signature below.

Artisan Name (please print)	Signature	Date
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Business Name: _____





122ND SEQUIM IRRIGATION FESTIVAL INNOVATIVE ARTS AND CRAFTS FAIR VENDOR GUIDELINES

MAY 5-7, 2017

The following is a summary of the guidelines associated with participating in the Sequim Irrigation Festival Innovative Arts and Crafts Fair. Please review these guidelines prior to applying for the Fair.

Application Deadline: Applications will be accepted until April 7, 2017. All applications must be complete and the Good Faith Pledge and Hold Harmless Waiver signed. **Separate** checks for the jury fee and booth fees must be included.

Vendor Selection Process: This is a juried show. We present a wide variety of quality products to the public. The Innovative Arts & Crafts Fair features an emphasis on recycle, repurpose and reuse, however, all vendors who create high quality, artisan wares will be considered. All crafts presented and sold must be made by the artist submitting the application. The products may not include manufactured components, imports, or consignments and the artist must be present at the Irrigation Festival Arts and Crafts Fair. Vendors are monitored to ensure that the products sold reflect those presented in your application. Your application will not be juried until the application, images, Hold Harmless Agreement, jury fee and booth fee have been received. It is the Sequim Irrigation Festival Committee's discretion to accept or reject any applicant.

Non-Profit Vendors: We have limited space for non-profit vendors. Please contact Jean Wyatt at wyattj@nikola.com or via phone at 360-477-3750 for additional information on applying as a non-profit vendor.

Jury Fee: A separate fee in the amount of \$20.00 is required for your application to be considered. This is a non-refundable fee. It must be received as a separate check.

Booth Fee: The booth fee must be enclosed with your application, but it will be held until acceptance into the Arts & Crafts Fair. If you are not accepted your booth fee will be returned to you. Please note that this is an outdoor event. We provide the space only; you must provide the materials that you require for your booth. Two weeks prior to the show, there will be NO REFUNDS. NO REFUNDS will be issued due to acts of nature.

Hours of Operation: All booths must be open for business Saturday, 10 am to 5 pm and Sunday, 10 am to 4 pm. If you choose to break down early, you will not be accepted to the show again. If you arrive late, you will not be permitted to participate that day and you will not be issued a refund. If you are participating in the First Friday Art Walk Patron Preview, you must be set up prior to the beginning of that preview. The hours of the Patron Preview are Friday, 5pm – 8pm.

Booth Setup: If you are **only** participating in the Arts & Crafts Fair on Saturday and Sunday the load-in will be available starting at 6am Saturday morning and must be completed by 9:30am. If you are participating in the First Friday Art Walk on Friday night, May 5th, load-in will begin at 1pm on Friday, May 5th and must be completed by 4:30pm. Friday setup is only available to vendors participating in the First Friday Art Walk.

Product and Booth Photos: Submit at least three but not more than 6 print photos or digital images (via email) of your products and a photo of your booth. Photos will be kept on file by the festival and will not be returned. Items submitted to the jury must represent the different prices in your overall price range. Number and label your photos with your name and the item prices. The photos submitted by accepted vendors may be used by the Arts & Crafts Fair and/or Sequim Irrigation Festival for marketing purposes. Photos must be included regardless of prior year acceptance.

Certificate of Liability Insurance: Include a copy of your Certificate of Insurance that names the Sequim Irrigation Festival and Sequim-Dungeness Valley Chamber of Commerce as additional insured. This must be received by the festival by May 1st.



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Booth Security: Booths must be covered and able to withstand wind and rain. Booths may be left up overnight as there is a security patrol, but any merchandise should be secured and the festival is not responsible for loss or damage. "Blue tarps" are not allowed as booth shelters, but can be used to secure the booth at night.

Booth Weights and Safety: Sequim has a propensity for strong wind gusts, so in order to increase your safety and the safety of your neighbors, weights must be attached to each leg. Each leg of your canopy/tent must have 30 lbs. minimum weights attached. These weights must be attached by a rope that is stretched tight so that the weight is suspended off the ground.

Booth Fire Certification: All tent/structure membranes shall be treated or constructed from a material that is flame resistant and has the appropriate label permanently attached to all sections of fabric. NFPA 701, CPAI 84, and California Fire Marshal Title 19 labels are accepted as approved.

Acceptance Notification: Vendor notifications of acceptance will be sent as soon as your application has been through the jury process. You will receive additional information and booth location assignment after April 20th.



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