

123RD SEQUIM IRRIGATION FESTIVAL INNOVATIVE ARTS AND CRAFTS FAIR VENDOR APPLICATION

MAY 4-6, 2018

Greetings!

You are invited to submit an application for the 123rd Sequim Irrigation Festival Innovative Arts and Crafts Fair. The fair will be held on May 4-6, 2018, 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 5, 9:00 a.m. to 5 p.m., and Sunday May 6, 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 4th from 5pm to 8pm (at no extra charge).

The theme for the 123rd Sequim Irrigation Festival is “123 Come to Sequim with Me”.

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.

You are invited to participate in the Reuse Showcase, which is part of the Innovative Arts and Crafts Fair. If you have items that you have created through a reuse, recycle or repurpose process we would like to have you bring those items for display. These items are not for sale but can highlight some of your product innovation. Items that you have made for personal use are also welcome. Items are voted on by Innovative Arts and Crafts Fair attendees and prizes are awarded. See more information in the Vendor Guidelines section of the application.

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 6, 2018. The jury/application 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/application and booth fees are received.

Application review and jurying will begin February 1st and continue periodically until April 6th. 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.

Please review the Vendor Guidelines carefully as some changes have been made.

We look forward to meeting you personally at the 2018 123rd Sequim Irrigation Festival Innovative Arts & Crafts Fair. Additional information about the Irrigation Festival can be



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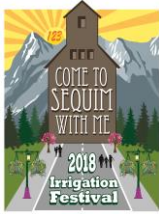
found at www.irrigationfestival.com. If you have any questions, please email Jean at wyattj@nikola.com or call 360-477-3750.

Sincerely,

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



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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 4^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) | | |

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

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

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 April 27, 2018:

- 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 Innovative Arts and Crafts Fair Committee, P.O. Box 3201, Sequim, WA 98382

Application Page 2 of 3



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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 4-6, 2018.

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: _____





123RD SEQUIM IRRIGATION FESTIVAL INNOVATIVE ARTS AND CRAFTS FAIR VENDOR GUIDELINES

MAY 4-6, 2018

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 6, 2018. All applications must be complete and the Good Faith Pledge and Hold Harmless Waiver signed. **Separate** checks for the jury/application 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. Applications will only be considered from artists who personally handcraft the items they sell and who will be present in their booth for both days of the fair. Reproductions from original works or licensed items will be considered. Commercial, imported or consignment items are not allowed. 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/application 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/Application 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 Innovative 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, 9 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 Innovative Arts & Crafts Fair on Saturday and Sunday the load-in will be available starting at 6am Saturday morning and must be completed by 8:30am. If you are participating in the First Friday Art Walk on Friday night, May 5th, load-in will begin at 1pm on Friday, May 4th and must be completed by 4:30pm. Friday setup is only available to vendors participating in the First Friday Art Walk.

There is no next to booth unloading and loading, it is all from the street, and therefore, you will have to unload and move your vehicle before setting up your booth. The Innovative Arts and Crafts Fair does not have staff available to assist with your unloading/loading or booth setup.

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



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be used by the Innovative Arts & Crafts Fair and/or Sequim Irrigation Festival for marketing purposes. Digital photos are encouraged. 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 as additional insured. This must be received by the festival by April 27th. If you do not have insurance, please contact Jean Wyatt as we are working with our insurance carrier on a policy that you can get for the duration of this fair.

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, and all combustible decorative materials (sheers, curtains, draperies, flooring, tarps, blinds, etc.), 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.

Reuse Showcase. This Reuse Showcase is an opportunity to display items that you have made through a reuse, recycle and repurpose process. The items displayed in this Reuse Showcase are not for sale, but are voted on by the attendees of the Innovative Arts and Crafts Fair. Prizes are awarded for the winners in different categories. Vendors are invited to submit items (either products that meet this criteria or personal items you have made). More information about the Reuse Showcase can be found on the Innovative Arts and Crafts Fair page on <http://IrrigationFestival.com>

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



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