

# Craft Vendor Application



Welcome To the  
62nd Annual

**Elk Grove Western Festival**

**(EGWF)**

**May 4<sup>th</sup> and May 5<sup>th</sup>, 2019**

Saturday 10:00 am – 6:00 pm

Sunday 10:00 am – 4:00 pm

**Elk Grove Regional Park**

9950 Elk Grove Florin Road

Elk Grove, CA 95324

# Rules and Conditions

## Conditions

### Applications

Registrations due by April 15, 2019. Spaces priority given by postmark date.

Applications processed upon full payment.

Booth Displays requiring a trailer/vehicle requires prior approval, provide set up needs on the application.

Vendor spaces near the carnival will receive foot traffic into the evening and may stay open during carnival hours. Please indicate your request for carnival spaces on the application.

Space assigned based on date application and payment received.

DISCOUNTS – Registration and payment by 03/01 \$15.00/selling handmade goods only \$20.00 discount.

**Late application** fee \$50.00 postmarked or received between 4/16-30, 2019. \$100.00 after April 30, 2019.

### **Cash or Cashier's Checks required after April 16, 2019**

Vendor names will be posted on the EGWF website as processed; allow 15 days from the date of mailing.

Vendor location will be posted to the EGWF website by May 1<sup>st</sup>.

### Festival Detail

Hours: Saturday 10:00 am to 6:00 pm, Sunday 10:00 am to 4:00 pm. Vendors must open at 10:00 am daily.

The Festival is "Rain or Shine" and will not be cancelled due to rain.

Electricity is not provided. Vendors at their own risk may provide a "quite" generator.

Security patrols from 4:00 pm Friday to 8:00 pm on Sunday. However, the EGWF is not responsible for loss, theft or damage to property.

### Refunds (processed 15 days after the event)

Pre-paid fees are refundable with a written request to the EGWF Craft Fair Director, postmarked per this refund schedule:

- 75% refund 30 days or more prior to first set up day.
- 50% refund 15 days prior to first set up day.
- No refunds 14 days prior to event.

### Parking

Fees include 1 parking pass, additional passes available for purchase.

No Vendor parking or driving in vending areas.

### Set Up

Chairs, tables and popups are **not** provided. Limited Popups available for rent.

**Elk Grove Parks prohibits Vendors from park/drive/stop** in the display/exhibit/vendor area.

Vendors must use carts to transport equipment & product to booth site.

Carts with drivers are provided during set up and break down hours only.

Carts capacity is 9-12 totes medium totes, if you require multiple trips please indicate on the application and consider Friday set up.

**Set-up** Friday from 4:00 pm-7:00 pm, and Saturday 7:00 am-9:00 am.

**Break-down** Saturday 5pm to 7:00pm, Sunday 4pm to

## Rules

1. Keep space clean and free from hazards and displays within designated space. Resellers License must be available. Remove all garbage (boxes/trash) before leaving.
2. All items displayed and sold must be indicated on the application.
3. The EGWF may limit the sale of crafts or merchandise and does prohibits the sale or presence of knives, firearms, fireworks, or any item deemed to be inherently dangerous or a public nuisance.
4. Report potential hazards to the Craft Vendor Director, Richard Bryant

# CRAFT VENDOR APPLICATION

**Application and fees** due by April 15<sup>th</sup>, 2019. Go to website for Vendor Information and Rules.

## BOOTH PRICING

Fees include vendor space and one parking pass good for both days.

Item	Price	Total
10' x 10' space	\$150.00	
10' x 20' space	\$250.00	
10' x 30' space	\$350.00	
Corner booth (call for availability)	\$100.00 Additional fee	
Additional Parking Pass	\$10.00 each	
Discount Early Registration (March 1 <sup>st</sup> )	-\$15.00 (each 10x10)	
Discount <u>All products</u> sold homemade	\$20.00	
Late Fee (April 16-25)	\$50.00	
<b>Total Due</b>		

Special set-up needs: \_\_\_\_\_  
\_\_\_\_\_

\$50.00 2-day Pop-Up Rental pay at the event (Reserve early, they go fast)

I will set up on  Friday between 4-7pm  Saturday 7-9am

\_\_\_\_\_ Approximate number of cart trips to move merchandise (cart capacity 10-12 - totes 2'X4')

### **Vendor Information**

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: Day \_\_\_\_\_ Evening \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Description of all Crafts or Business: (List ALL Items) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*My signature is my commitment to participate in the **EGWF** in Elk Grove, CA, May 4<sup>th</sup> & 5<sup>th</sup>, 2019. I read the application (cover, rules and conditions, application) & agree to abide. I further understand that failure to abide to these conditions may result in forfeiture of my booth this year and future participation.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Make Checks/Money Order Payable and Send to:

**Elk Grove Western Festival**

**ATTN: Craft Vendor Director**

**P.O. BOX 475**

**Elk Grove, CA 95759**