

ELIGIBILITY

The Estes Valley Sunrise Rotary Arts & Crafts committee welcomes all artists exhibiting handmade works created by the exhibitor. Special requests are considered. Spaces are assigned on a first-come basis (application postmark) with the following provisions:

- The Arts & Crafts committee reserves the right, in its sole discretion, to limit exhibitors by categories selling similar crafts to not more than 10% of the total booth spaces available.
- Selection of exhibitors will be based on the descriptions provided in the application, the photos (at least three photos must be included with the application), and other factors to be determined by the selection committee in its sole discretion, including, but not limited to things such as apparent originality, uniqueness, quality, display, etc.
- A booth may incorporate some commercially produced items (not more than 10%), if these items have been altered and enhance the overall character of the booth. The following items are not eligible for sale as arts and crafts items at the show: kits, imported work, and manufactured jewelry, or items distributed through multi-level marketing.

Prior participation in the show does not guarantee acceptance into this or future shows.

Once the show is filled, exhibitors will be placed on a waiting list.

Participants who are accepted and do not attend without giving the committee at least 10 days prior notification, will be removed from the mailing list.

EXHIBITION SPACE/SHOW REQUIREMENTS

- Booth dimension is 10' x 10' and all parts of the display must fit within the space. Each booth space will cost \$300.00.
- The show is held outdoors, so we suggest suitable protection from the elements. All exhibitors must provide their own equipment, i.e. tent, display, tables, chairs, etc. Displays must work on a grassy surface. (No stakes allowed in Bond Park – strictly enforced.)
- Booths may be set up between 10am-7pm on Friday, September 3, 2010 or (by special arrangement only between 7-8:30am September 4, 5 and 6. If you have an oversized vehicle/trailer, it is in your best interests to make special arrangements to unload due to limited access to the park.
- Booth locations are determined by the Committee. You may not relocate your booth once it has been assigned.
- There are a limited number of electrical hookups. An extra charge of \$15.00 will apply for each receptacle. The exhibitor is responsible for providing extension cords and cover mats.
- Limited Security will be provided in the park Friday, Saturday and Sunday nights. Merchandise left in your booth is at your own risk.
- Exhibitors shall agree to abide by “show” parking regulations. "NEW" regulations for the town of Estes Park will prohibit parking of exhibitor trailers in the downtown area other than during unloading and loading times. Overflow parking is available for vendors to park vehicles and trailers at the Stanley Fairgrounds.
- No early departures

Print and complete a copy of the application from this website (2 pages) or complete the forms you received in the mail.

- Include at least three photos illustrating the quality and type of work to be sold. A photo of your display booth as it appears with your artwork would be helpful, but is not mandatory. Make sure your name is printed on the back of the photographs.
- In addition to photos, applicants are encouraged to enclose any information about their work that may be helpful to the Committee evaluating the application and making the decision.
- Include a check for booth(s) and electrical (if requested) made payable to the Estes Valley Sunrise Rotary. Your check will be deposited upon acceptance in the show.
- Include a business #10 size self addressed stamped envelope with postage sufficient for photos, notification letter and booth assignment map. Please list your medium (type of art or craft) on the front lower left corner of the envelope containing the application and photos.

SALES TAX

All items for sale should be clearly marked with the price. The Arts & Crafts Committee will collect city, state and county tax from each exhibitor on the final afternoon of the Show. Tax charts will be included in your registration package, along with appropriate state forms. A completed tax form and a check for your taxes will be collected for 3 days between 2-3pm on Monday, September 6, 2010. Cash payments can NOT be accepted.

2010 CALENDAR

March 1 (Monday)

Application post mark deadline

Week of May 3rd

Confirmation letters with booth assignments mailed. Waiting list notices sent.

September 3rd (Friday)

10am-7pm Exhibitor check-in at Rotary Booth at Bond Park

September 4th (Saturday)

9am-5pm SHOW

5pm-6pm Social Hour (Exhibitors and Volunteers)
Details in registration package

September 5th (Sunday)

9am-5pm SHOW

September 6th (Monday)

9am-3pm SHOW No early departures.

2pm-3pm Completed Tax Form and checks for taxes will be collected.

3pm Breakdown and loading.

ESTES PARK LABOR DAY ARTS & CRAFTS SHOW APPLICATION

Please print

Name _____

Business Name _____

Name you report your taxes under _____

Colorado Special Events Sales Tax # (# should begin in 27-) _____

(All exhibitors are required to have this number at the time of application. Do not submit an application without this number.)

Address _____

City/State/Zip _____

Business Phone _____ Cell Phone _____

Email _____

Do you have a trailer? Yes / No

(All trailers will be required to park at Stanley Fairgrounds after unloading is completed.)

Do you restock during the day? Yes / No

Daily before show opens? Yes / No

Craft/ Medium Description (Please provide details to assist the selection committee in understanding the product you create):

Price range of goods: _____

Special Requests: _____

Booth Rental	\$300.00
(Number of booths)	X _____
Subtotal	_____
Electrical	\$15
(Number of Receptacles)	X _____
Subtotal	_____
Total Cost	_____

AGREEMENT AND RELEASE

The undersigned hereby releases and agrees to hold harmless The Town of Estes Park, Estes Valley Sunrise Rotary, Arts & Crafts Committee and Volunteers from any damage to undersigned's property or any personal injury which he/she or helpers may sustain while participating in the Show on September 3-6, 2010.

The Town of Estes Park and the Sunrise Rotary Club reserve the right to cancel the Show due to Acts of God, weather, or other unforeseen events that will jeopardize the health and safety of the public.

It is understood that the Arts and Craft Show does not carry insurance to cover exhibitor's personal property. As an independent contractor you are advised to obtain your own insurance. Display and storage of artwork is at the risk of the undersigned.

The undersigned also agrees to abide by the rules, policies and guidelines of the Arts & Crafts Committee and understands that failure to follow these regulations can mean expulsion from this year's show and/or future shows.

The undersigned also understands that failure to pay any part of the required sales taxes on the last day of the show will result in permanent expulsion from the Show.

By signing this form, applicant agrees to abide by all rules set forth in this application.

Signature _____ Date _____

Mail Application to:

Estes Park Labor Day Arts & Crafts Show
453 E Wonderview Ave.
PMB # 167
Estes Park, CO 80517

Phone#: 970-412-9422

Email: Info@estesparkartsandcrafts.com

APPLICATION CHECKLIST

- Complete and sign application (2 PAGES)
- Include at least three photographs of current work, booth display and artist in studio.
- Enclose additional information about your work to assist the committee in understanding your work/creative process.
- List medium on the front lower left of envelope.
- Enclose check or money order based on booths and electrical service requested. Do not send cash!
- Enclose a Business #10 SASE with adequate postage. Photos will not be returned if you do not provide a SASE with sufficient postage.
- Completed registration packet must be post marked on or before March 1st, 2010.

Incomplete application packets will not be accepted!

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