



## Home & Hearth Holiday Fair 2009 Monterey Bay Certified Farmers Markets

### **WELCOME!**

Local artisans are invited to submit applications for consideration to participate in the fourth annual Home & Hearth Holiday Fair at the Aptos Farmers Market at Cabrillo College for five consecutive Saturdays, starting November 21 through December 19. Approximately 15 artisans will be selected to sell their handcrafted creations at the premier farmers market in the area. The Aptos Farmers Market has become a Saturday tradition with thousands of shoppers in attendance.

### **GUIDELINES AND REGULATIONS**

Our team of jurors will evaluate artists' work on the basis of suitability for gifts, artistic talent, uniqueness, creativity, product diversity and presentation. Decisions will be based upon product mix most suitable for the holiday season.

### **Products**

Work for sale must be handmade by a local artist, high quality and suitable as gifts. Any commercially manufactured items or kit work will not be considered. Only products that are represented on the original application will be allowed for sale. MBCFM reserves the right to remove any sale or display items or people they deem inappropriate.

### **Booth Space**

Only one booth per applicant is allowed – no "sharing space." All vendors are responsible for supplying their own complete setup and breakdown. Booth space is approximately 10 x 10 feet. Each vendor will supply their own canopy, signage or banners, tables and table drapes. We encourage vendors to decorate their booths in a festive holiday fashion. Booth locations will be assigned. Once a booth assignment has been made, we will be unable to make any changes. Vendors must be prepared for inclement weather.

### **Facility**

Vendors are required to stay within their allotted spaces. All vendors are responsible for cleaning up their booth areas after the market closes each week. Vendors will receive a copy of these guidelines with their confirmation letter. A signed copy **MUST** be submitted at check-in. No vendor will be accepted without this signed form.

### **Indemnity**

Vendors take full responsibility for their assigned booth spaces and to hold MBCFM free from all liability, claims and demands, on account of injury, loss or damage. Vendors understand that the MBCFM bears no responsibility for any damages, theft, weather, vandalism, or any acts of God.

### **Sales Tax**

Vendors are responsible for collecting and paying all required sales tax. City, county, and state sales tax licenses (permits) can be obtained for this one event through California State Board of Equalization. Please submit copy of Resale Permit with application.

### **REGISTRATION**

(1) Type or clearly print the information requested on the Vendor Application. Applications are due no later than September 30, 2009. *Upon acceptance, payment in full by check for booth fee (\$600) made payable to the Monterey Bay Certified Farmers Markets must be submitted to complete registration.*

(2) Make copies of both side of this application before mailing and keep copy for your records.

(3) Mail original application and photos or website info to:  
Catherine Barr, MBCFM Events  
PO Box 955  
Freedom, CA 95019  
Email: [cbarr@montereybayfarmers.org](mailto:cbarr@montereybayfarmers.org)

You will receive confirmation of acceptance to fair via e-mail or telephone by October 31. No refunds or proration. Market is open rain or shine.

Setup for the fair begins at 6:00 AM. Cars or trucks must be off-loaded and moved by 6:30 AM. Breakdown is no earlier than 12:00 PM. Make sure to check in with Market Manager, Catherine Barr, for booth assignment.

*I have read and accept all the guidelines and regulations for the Home & Hearth Holiday Fair 2009 at the Aptos Farmers Market and wish to submit an application for consideration. I understand upon notification of acceptance to Holiday Fair, booth payment in full and copy of resale permit is expected within 7 working days to complete registration.*

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

# BOOTH APPLICATION FOR HOME & HEARTH HOLIDAY FAIR 2009

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

Business name: \_\_\_\_\_

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

City, state and zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Mobile phone: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

Website: \_\_\_\_\_

Detailed Description of Products: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Checklist:

Pictures enclosed? (*Or, email digital photos with business name to [cbarr@montereybayfarmers.org](mailto:cbarr@montereybayfarmers.org)*)

Copy of resale permit enclosed?

How would you like to be contacted? (*check one*):     Email     Telephone     USPS Mail

Cost: \$600, five weeks (November 21, 28 and December 5, 12, 19). *Payment in full will be completed within 7 working days of acceptance to Home and Hearth Holiday Fair.*

## NO REFUNDS OR PRORATION.

*I have read the application and agree to comply with regulations and guidelines.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ /2009

Please mail application to:

Catherine Barr  
Holiday Home & Hearth Fair Application  
Monterey Bay Certified Farmers Markets  
PO Box 955  
Freedom, CA 95019

If you have any questions, please feel free to contact Catherine Barr (831.728.5060 or email [cbarr@montereybayfarmers.org](mailto:cbarr@montereybayfarmers.org)) or Annaliese Keller (831.469.8233 or email [akeller@montereybayfarmers.org](mailto:akeller@montereybayfarmers.org)).