



# The Mateel Community Center, Inc.

PO Box 1910, 59 Rusk Lane, Redway, CA 95560

Phone (707) 923-3368 Fax (707) 923-3370

Greetings from the Mateel Community Center, we're pleased to celebrate our 35<sup>th</sup> annual Winter Arts Faire, and invite you to join us in celebration. ***Please take time to read this letter carefully; it will help improve your faire experience.***

**Faire site:** Mateel Community Center, Redway, California

**Faire dates:** Saturday, December 10<sup>th</sup> and Sunday, December 11<sup>th</sup>

**Faire hours:** 10 a.m. to 6 p.m.

**Set-Up time:** Friday, December 9<sup>th</sup> from 2 p.m. to 9 p.m.

**Tear-down time:** Sunday after the Faire ends at 6 p.m.

**Application deadline:** September 19<sup>th</sup> 2011

**A complete application** is one that includes **booth fees, photos, a self addressed stamped envelope** (that is large enough & with enough postage for documents and photos.), and **California resale number or non-profit status number**. Please note that all incomplete applications will be sent back. Return vendors please update information if needed, otherwise only fill in the \* areas of application.

**This is a juried show:** Please send photos that best represent the craft you sell and booth design and workshop. **All** crafts must be **handmade by you** and all items for sale must be represented in your submitted photos. Absolutely **no imports or resale** items will be accepted into the show. Many factors are taken into consideration, including originality, quality, location, booth presentation, and history and more. The better you represent your work the better you will score with the jury.

**Last day to receive a refund:** November 1, 2011. A \$25 processing fee will be deducted from your fee. **There are no refunds after 11-1-11.** There is a \$30 charge for returned checks. In the event that you are not accepted into the Faire we will refund your booth fee.

**Booth sizes need to be considered:** The Winter Arts Faire is an indoor show. We offer a variety of booth sizes. The hall is a uniquely shaped space and consequently some spaces require flexibility and creativity in set-up. After the jury, booth placement will be determined by your jury score and when your application was received.

**Electricity:** keep in mind that each vendor is allowed a maximum of 300 watts, no exceptions. Please bring your own extension cords.

**Raffle:** Each year we ask vendors to donate an item of their choice with an approximate value of \$25. Over the course of the weekend a staff member will come and pick up your donation.

**Wristbands:** Each vendor receives 2 wristbands. These will be distributed to you at vendor check in during set-up on Friday.

If you have any further questions feel free to contact the vendor coordinator at (707)923-3368 on Tuesday-Thursday between 11:00-5:00

The Mateel hopes you'll join us in making this show a success!

Ashley Wilma

Vendor Coordinator.



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## WINTER ARTS FAIRE APPLICATION

**APPLICATION DEADLINE:** September 19<sup>th</sup> 2011

**Please print double sided**

\*NAME \_\_\_\_\_ \*BUSINESS NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

CELL PHONE \_\_\_\_\_ FAX \_\_\_\_\_

CA RESALE # \_\_\_\_\_ NON PROFIT # \_\_\_\_\_

**Insurance policy # and company** (the MCC's insurance company is requiring proof of insurance for your booth or a signed waiver of liability)

\*LIST ALL ITEMS FOR SALE \_\_\_\_\_

\*PRICE RANGE OF ITEMS FOR SALE \_\_\_\_\_

SPECIAL CONSIDERATIONS \_\_\_\_\_

NUMBER YOUR BOOTH PREFERENCE (1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup>)

\_\_\_ 4x8-\$170

\_\_\_ 8x8-\$230

\_\_\_ CORNER 8x8(downstairs) \$285

PLEASE SEND YOUR **COMPLETED** APPLICATION WHICH SHOULD INCLUDE A CHECK OR MONEY ORDER PAYABLE TO THE **MATEEL COMMUNITY CENTER**, PHOTOS, AND S.A.S.E LARGE ENOUGH & WITH ENOUGH POSTAGE TO RETURN DOCUMENTS AND PHOTOS

ATTN: WAF VENDOR  
MATEEL COMMUNITY CENTER  
POST OFFICE BOX 1910  
REDWAY, CA 95560

\*\*\*\*\***FOR OFFICE USE ONLY**\*\*\*\*\*

DATE RECEIVED \_\_\_\_\_ CHECK # \_\_\_\_\_ AMOUNT\$ \_\_\_\_\_

CATEGORY# \_\_\_\_\_ BOOTH # \_\_\_\_\_ BOOTH SIZE \_\_\_\_\_

JURY # \_\_\_\_\_ REFUNDS\$ \_\_\_\_\_



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## AGREEMENT AND RELEASE FROM LIABILITY

I, \_\_\_\_\_, acknowledge that I have voluntarily applied to the 34<sup>th</sup> Annual Winter Arts Faire to participate in crafter vending at the premises of The Mateel Community Center, Inc., located at 59 Rusk Lane, Redway, CA 95560.

I am aware that hazards exist and I am voluntarily participating in these activities with knowledge of the danger involved. I hereby agree to accept any and all risks of injury or death, or theft, and verify this statement by placing my initials here: \_\_\_\_\_

As consideration for being permitted by The Mateel Community Center, Inc. in these activities and use of their facilities, I hereby agree that I, my assignees, heirs, distributees, guardians, and legal representatives will not make a claim against, sue, or attach the property of The Mateel Community Center, Inc. or any of its affiliated organizations for injury or damage resulting from the negligence or other acts, howsoever caused as a result of my participation in The Winter Arts Faire. I hereby release The Mateel Community Center, Inc. and any of its affiliated organizations from all actions, claims or demands that I, my assignees, heirs, distributees, guardians, and legal representatives now have or may hereafter have for injury or damage resulting from my participation in The Winter Arts Faire.

I have carefully read this agreement and fully understand its contents. This is a release of liability and a contract between me and The Mateel Community Center, Inc. and/or its affiliated organizations. I sign it of my own free will.

Executed at Redway, California, on \_\_\_\_\_, 2010.

### RELEASOR SIGNATURE

\_\_\_\_\_



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## Booths map

