

VENDOR # _____

OFFICE USE ONLY



Application Fee. . . . \$20.00

Non-refundable application processing fee

2019 Genoa Candy Dance Art & Crafts Faire

Town of Genoa
P.O. Box 155
Genoa, NV 89411

Telephone: (775) 782-8696
FAX: (775) 782-2779
www.genoanevada.org

Faire Dates: September 28-29, 2019

Please submit this **signed** application with a **\$20 non-refundable fee** and a Self-Addressed, Stamped Envelope (SASE) to the Town of Genoa (PO Box 155) by **April 30, 2019**. Please read the Faire Entrance Requirements and Rules on page 2.

LAST NAME _____ FIRST NAME _____

BUSINESS OR COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE NUMBER _____ ALT. PHONE _____

NUMBER OF YEARS ATTENDING CANDY DANCE FAIRE _____

EMAIL ADDRESS _____

Booth Size: 10 ft. X 10 ft. Booth Height: 8 feet or less Over 8 feet (See pg. 2 "Rules & Regs" # D., booth height)

PLEASE CHECK (✓) ONE CATEGORY:

- | | | |
|---|---|--|
| <input type="checkbox"/> 01 Art | <input type="checkbox"/> 07 Flowers | <input type="checkbox"/> 14 Music |
| <input type="checkbox"/> 02 Bath Products, Soaps, Oils, Lotions | <input type="checkbox"/> 08 Furniture | <input type="checkbox"/> 15 Photo Art |
| <input type="checkbox"/> 03 Candles & Decorative Items | <input type="checkbox"/> 09 Glass Works | <input type="checkbox"/> 16 Pottery & Ceramics |
| <input type="checkbox"/> 04 Children's Items/Toys | <input type="checkbox"/> 10 Gourmet Food Products | <input type="checkbox"/> 17 Weavings |
| <input type="checkbox"/> 05 Clothing & Accessories | <input type="checkbox"/> 11 Jewelry | <input type="checkbox"/> 18 Woodcrafts |
| <input type="checkbox"/> 06 Country Crafts | <input type="checkbox"/> 12 Leather Crafts | <input type="checkbox"/> 19 Yard & Garden |
| <input type="checkbox"/> 20 Other (describe in detail): _____ | <input type="checkbox"/> 13 Metal Works | |

List all Items & range of RETAIL PRICES or include a separate Item/Price List: _____

I guarantee that my crafts are **handcrafted by myself in the U.S.A.** No agents may represent my work. I understand my crafts will be strictly juried based on the description I submit and the photographs of my product, booth, and actual production. Non-compliance with these requirements will exclude me from the jurying process. **HOLD HARMLESS AND RELEASE:** In consideration of participation in any event on Town property, I hereby release and forever discharge the Town, its officers, agents, employees and representatives, and their respective heirs, successors and assigns, from any and all actions, causes of action, suits, proceedings, debts, dues, contracts, judgments, damages, claims, and/or demands whatsoever in law or equity that the undersigned, its successors or assigns, ever had, now have, or may have in the future in connection with the undersigned's participation in any event on Town property.

SIGNATURE OF APPLICANT _____ A signed copy of this form must be submitted along with a check or money order. DATE _____

The application fee is a non-refundable fee. The photos submitted become the property of Town of Genoa. You will receive either a contract or a letter of non-acceptance after all applications have been reviewed. Thank you for applying to the Annual Candy Dance Arts & Crafts Faire.

2019 Genoa Candy Dance Art & Crafts Faire

SEPTEMBER 28–29, 2019 • Saturday & Sunday • Hours: 9 a.m. to 5 p.m.

ENTRANCE REQUIREMENTS FOR CANDY DANCE VENDORS

Please follow these criteria instructions or your materials will be returned to you.

All products are to be handmade by artist. **A major criterion in jurying applications is (to ensure) that 75% of the products are handmade from materials made in the U.S.A.** If items are displayed that were not included in the initial application, said vendor will be asked to leave the show. **We will enforce these rules.**

- 1.) Send at least four, 4" x 6" (or equivalent) **current photos** – include at least 1 picture to show each of the following criteria:
 - Picture must show artist constructing/creating item.
 - Picture to show item partially constructed along with finished item (shows workmanship and handmade process). Need to include a photo of artist/crafter at work on partially completed item.
 - Picture of partially constructed items that will be sold in the booth. Picture can include project clusters, instead of single items.

- Picture of completed items, can include project clusters, instead of single items.
- Picture of outdoor booth in its entirety; make sure photo shows anchoring for windy weather, as well as display of items.

- 2.) Include an essay explaining the construction of products, related information, and show experience. Be specific as to what shows you will be attending this year.

PHOTOS CANNOT BE ACCEPTED ON A CD-ROM.

DO NOT SEND PORTFOLIOS.

SUBMIT ESSAY ON SEPARATE SHEET FROM APPLICATION.

DO NOT DRAW PICTURES ON MATERIALS.

PLACE VENDOR NAME ON UPPER LEFT CORNER OF ESSAY SHEET AND ON THE BACK OF EACH PHOTO.

PLEASE NOTE: IF ANY OF THE ITEMS REQUESTED (INCLUDING PICTURES) ARE MISSING, THIS WILL RESULT IN A LOW SCORE AND POSSIBLE DISQUALIFICATION.

••• DO NOT SEND MORE THAN 10 PHOTOS! •••

Genoa Candy Dance Faire Rules and Regulations

Thank you for your interest in the Annual Candy Dance Art & Crafts Faire. As a potential vendor at this event, you should be aware of the following:

- A. All vendors will be considered on first come, first serve basis. **PLEASE NOTE:** We cannot guarantee assignment of booth spaces as requested.
- B. There is to be NO vendor parking on Town streets before, during, or after the Event. Parking lots are provided with shuttles to and from your booth. Vendors will be provided with a load-in and load-out procedure and schedule with their contract. **Vendors are required to comply with these procedures or further participation with the Genoa Candy Dance will be denied.**
- C. Early lodging accommodations are encouraged as space is limited. For lodging information, click the "Where to Stay" menu tab – www.VisitCarsonValley.org/where-to-stay/
- D. This is an outdoor event — uneven terrain, inclement weather and wind gusts can occur. Prepare your booth accordingly. Some booths are located beneath or near trees. If you have a booth with height requirements **over 8 feet**, please indicate on your contract when completing it.
- E. Load-in, set-up, sales, and/or delivery of items, is the sole responsibility of the vendor.
- F. Reporting of sales tax is the sole responsibility of the vendor. A Nevada Sales Tax form will be provided when you check in.
- G. **Pets or animals of any type are NOT permitted** on any Park property, other than service dogs.

If you are selected as a vendor for Genoa Candy Dance, a contract will be sent to you. **Your fee is due and payable when submitting the contract.**

TIMETABLE INFORMATION FOR GENOA CANDY DANCE FAIRE

February–April: New Vendor Application PDF forms available online at www.genoanevada.org

April 30: Application requests **by mail** must be postmarked no later than **April 30**, Applications may be picked up, in person, at the Genoa Town Office. Signed and completed applications must include photos, fee payment and essay of products.

May–June: Email confirmation of acceptance or rejection and/or contracts will be emailed to vendors.

June 30: Properly filled out contracts and booth fee due. **Contracts received after June 30, 2019, will be assessed a \$25 late fee.**

Aug.–Sept.: Booth assignment materials will be emailed for those applications received before April 30. After that date, assignment materials will be emailed out as soon as possible.

August 1: No refunds for cancellations after this date.

September 27: Vendor Load-in and Set-up day.

Sept. 28 & 29: Welcome to Genoa Candy Dance Faire!

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SEPTEMBER 28-29, 2019 • Saturday & Sunday • Hours: 9 a.m. to 5 p.m.

NAME _____

BUSINESS / COMPANY NAME _____

ESSAY — Please describe your product(s) in detail, including construction, materials and any related information about the item(s).

Blank lined area for writing the essay.