

# 41st Annual Humboldt Artisans Crafts & Music Festival 2021

## Exhibitor Information

Festival dates:

**December 3, 4 & 5**

At Redwood Acres Fairgrounds – 3750 Harris Street Eureka, CA 95503

## Festival Hours

Thursday	Friday	Saturday	Sunday
<b>Set-up</b> Noon – 9:00 pm	<b>Set-up</b> 7:00am – 11:30am <b>Show Time</b> 12:00pm – 9:00pm	<b>Show Time</b> 10:00 am – 7:00pm	<b>Show Time</b> 10:00 am – 6:00pm <b>Tear Down</b> 6:00 pm – 10:00 pm

## Exhibitor Qualifications

We are looking for unique and original hand-crafted work. Imports, manufactured goods or items not produced by the exhibitor are not allowed.

All craft categories will be juried at a one-time sitting by your photos and description only. The artist/craftsperson must be present with the booth at the festival. No representatives.

## Exhibit Booth Space Fees

**10' X 10' (Francheschi Hall, Turf Club & Grandstands) - \$300**

**10' X 8' (Vickers Hall/Home Economics, The Boardroom & Grandstands) - \$295**

**1/2 booths & 5' X10' spaces (All Buildings) - \$150**

**October 22nd** is the last day to cancel and still get a full refund. No refunds after this date.

## Booth Assignments

All applications are juried at the same time. Booth spaces are assigned on a first-come-first-serve basis according to postmark. If you need a specific space, such as a corner, send in your application immediately.

## Costumes/Dress Code

Costumes help to create a festive atmosphere and they are required! No street clothes (i.e. T-shirts, jeans, sweatshirts). Any festive holiday attire or costume coordinated with your booth will work (i.e. chef hats & coats at a gourmet food booth).

**Applications must be received by September 7th.** Notification of your status will be mailed to you by **September 14th.** Checks will be cashed upon acceptance to the festival. \*Please do not send application in an envelope larger than 9" X 6".

### **Please send the following to apply:**

- 3 - 5 Photographs (no larger than 5" x 7") **ONLY** of all your crafts that you plan to sell
- The completed and signed application/contract including your CA Sellers Permit #
- A Check or Money Order made payable to Humboldt Artisans, LLC for the Exhibitor Booth Space fee
- A Self-Addressed Stamped Envelope to fit your application materials (pictures) **no larger than 9"x6"**

## Show Set-up/Booth Construction

Each booth should be self-contained. The theme of the show is "Festive" and your booth should reflect this theme both in decoration and design. The energy that you put into your booth will help to make the Festival more successful. Bring lighting for your booth. **All overhead lights will be turned off in all buildings.** 400 – 500 watts of power is available per booth. Remember, spotlighting can dramatically highlight your booth. Porcelain fixtures and three-prong extension cords are required. Do not affix anything to the walls of the building. No curtains for booth backdrops will be available.

No spaces have carpeting.

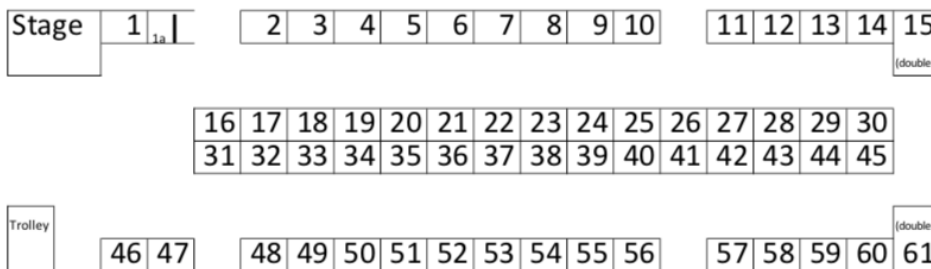
**Security/Clean-up:** No security is provided Thursday or Sunday night for your booths. We suggest you secure adequate insurance coverage protecting yourself from damage or theft. Please keep your booth space clean and remove all trash after show.

**Parking:** Exhibitors will be issued a parking permit with their acceptance letter to get through the gate. Place the pass on the dash of your car. Please park in designated exhibitor parking area. Do not block fire lanes during move in and move out.

**Booth Maps:** Maps are not to scale and subject to change.

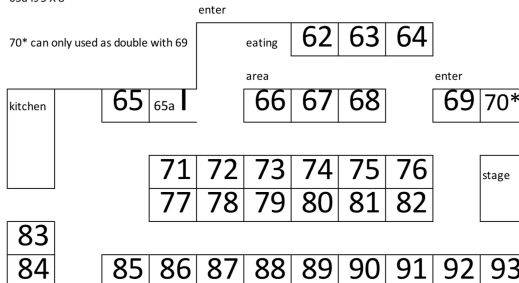
### Francheschi Exhibit Building (10 X 10 spaces)

1a is 5 x 10



### Vickers/Home Economics Building (8 X 10 spaces)

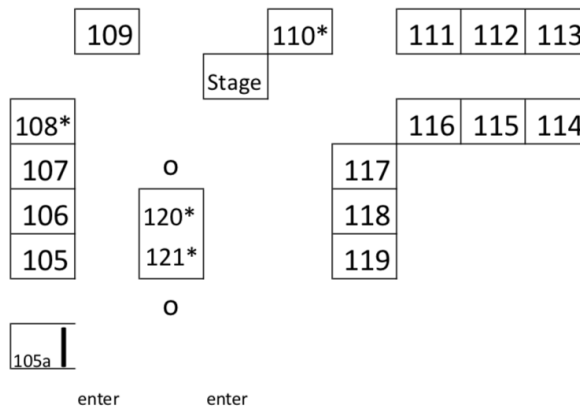
65a is 5 X 8



### Grandstands (10 X 10 spaces)

108 & 110 are 8 X 10

120 & 121 are 7.5 X 7



# Humboldt Artisans Crafts & Music Festival

## Exhibitors Requirements & Festival Rules

1. The Humboldt Artisans Crafts Festival will be held at the place on this application/contract and on the dates specified.
2. Booth locations will be assigned by priority upon receipt of the application. In the event that all the Exhibitor's choices are taken, Humboldt Artisans, LLC will assign the best possible remaining space.
3. The exhibitor agrees to occupy the exhibit space as assigned and will be open and staffed during all regular festival hours. Exhibitors must be set up and ready to open by 12:00 pm (noon) of opening day. If space is unoccupied by that time, Humboldt Artisans, LLC has the right to use the vacant area as it deems best without any rebates or allowances or without in any way releasing Exhibitor from any liability. Exhibitor also agrees not to sublet or apportion to any one said space.
4. It is the sole obligation of Humboldt Artisans, LLC to furnish exhibit space plus general lighting, cleaning and heating.
5. Humboldt Artisans, LLC or the above named exhibit halls assume no risk and by acceptance of this agreement, the exhibitor expressly releases Humboldt Artisans, LLC and the exhibit halls from any and all liability for damage, injury or loss to any person or goods which may arise from the rental and occupation of said space by the Exhibitor, and agrees to hold and save Humboldt Artisans, LLC of any loss or damage by reason thereof.
6. Humboldt Artisans, LLC will not be liable for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to reasons of the enclosures in which the show is to be produced, being before or during the show destroyed by fire or other calamity, or by an act of God, public enemy, strikes, statutes, ordinances, or any legal authority, or any other cause beyond control.
7. Exhibitor shall be liable for delivery, handling, erection and removal of his/her own displays and materials.
8. All pertinent Fire Codes, laws, ordinances and regulations pertaining to health, fire prevention and public safety shall be strictly obeyed. Nothing shall be nailed, stapled, taped or otherwise fixed to walls, floors, or any part of the exhibition rooms. All necessary measures for protection of the building, equipment and furniture shall be at expense of Exhibitor.
9. Humboldt Artisans, LLC may rent and license space for any exhibit of interest to the general public or of educational value. All exhibits must be designed, constructed and operated in good taste and in accordance with the best interest of the expositions, which Humboldt Artisans, LLC in its sole discretion shall have the right to decide. All sales, publicity and promotion activities conducted by the Exhibitor must be confined to his/her space. Carnival tactics and the use of public address systems shall be forbidden. Distribution by Exhibitors of any printed matter, souvenirs or other articles shall be restricted to the space occupied by his/her exhibit. Humboldt Artisans, LLC will prohibit the installation and operation of any exhibits not meeting their approval. And Humboldt Artisans, LLC in its sole discretion may prohibit the conduct of any activity whatsoever which it deems deleterious and not to the best interest of the Festival.
10. Exhibitor will be required to have any and all business licenses and other permits needed for his/her operations.
11. Fee payment is due with application and is to be paid in full. Fee will be refunded if Exhibitor is not accepted to the festival or if he/she cancels by October 22nd. After that date, any Exhibitor that cancels will forfeit the entire fee.
12. Exhibitor is responsible for collecting and paying any state sales taxes. Humboldt Artisans, LLC will not be held responsible for this duty.
13. The Exhibit buildings will be available between noon and 9pm on **Thursday, December 2nd** and 7am – 11:30am on **Friday, December 3rd** for installation of booth materials, however, no security will be furnished. Exhibitors are cautioned not to leave valuable materials unattended in the building prior to opening of the Festival and during the Festival.
14. This contract constitutes the entire contract between the parties and no waivers, modifications or amendments shall be valid unless written upon or attached hereto and shall be approved in writing by Humboldt Artisans, LLC.

**All local COVID policies will be enforced. Additional policies are TBD and will be available in your acceptance letter.**

# Humboldt Artisans Crafts & Music Festival

DECEMBER 3, 4 & 5

41ST ANNUAL  
2021

## Contract/Application

Please read Exhibitor Information and Guidelines & Rules. You are responsible for its content. Incomplete applications will be returned unprocessed. If you are applying to share a booth, both applicants must fill out separate and complete applications.

### APPLICANT & BUSINESS INFO

LAST NAME: \_\_\_\_\_ FIRST: \_\_\_\_\_

LAST NAME: \_\_\_\_\_ FIRST: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

INSTAGRAM/FACEBOOK/WEBSITE: \_\_\_\_\_

CA RESALE# _____
IF EXEMPT, CHECK REASON: PACKAGED FOODS NONPROFIT/COMMUNITY GROUP

### EXHIBITOR DESCRIPTION

Only those items on this application can be entered in the show. Any additions not having been listed and approved by Humboldt Artisans that appear at the festival will be removed. This description may be used in a directory, website or social media.

DESCRIPTION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DESCRIPTION OF BOOTH SETUP (SOME AREAS CANNOT USE EASY-UP TENTS): \_\_\_\_\_

\_\_\_\_\_

PRICE RANGE: \_\_\_\_\_

NAME OF BOOTH PARTNER IF SHARING: \_\_\_\_\_

### CIRCLE A CRAFT CATEGORY FOR JURYING

A-FINE ART	B-BOTANICAL/BATH & BODY/CANDLES	C-CERAMICS	F-GOURMET FOOD	G-GLASS	J-JEWELRY
L-LEATHER	M-METAL	NP-NONPROFIT	O-ORNAMENTS/PAPER	P-PHOTOGRAPHY	
T-TEXTILES/CLOTHING	W-WOOD	X-MISCELLANEOUS			

BOOTH SPACE CHOICE 1ST: \_\_\_\_\_ 2ND: \_\_\_\_\_ 3RD: \_\_\_\_\_

\*PLEASE NOTE NEW BOOTH MAP & NUMBERS 10X10 \$300 10X8 \$295 OTHER \$150-\$600

I/WE HEREBY APPLY FOR EXHIBIT SPACE AT THE HUMBOLDT ARTISANS CRAFTS & MUSIC FESTIVAL. I/WE HAVE READ AND AGREE TO ABIDE BY THE SHOW TERMS AND CONDITIONS AS STATED IN EXHIBITOR REQUIREMENTS & FESTIVAL RULES.

SIGNATURE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_ DATE: \_\_\_\_\_

PLEASE MAKE CHECK PAYABLE TO HUMBOLDT ARTISANS, LLC | 5155 MYRTLE AVE EUREKA, CA