

## APPLICATION FOR VENDORS

**Sunday, September 30, 2018 10:00am – 5:00pm**  
**DEADLINE for vendor application is July 1, 2018**

Name of Vendor or Organization: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

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

Email: \_\_\_\_\_ Web site: \_\_\_\_\_

Phone: (Day) \_\_\_\_\_ (Cell) \_\_\_\_\_ Cole Valley Resident? \_\_\_\_\_

Returning vendor? 2009 2010 2011 2012 2013 2014 2015 2016 2017

Booth location preference: \_\_\_\_\_

### Cost for a 10 X 10 space: \$225 / \$200 for 94117 residents

Description of merchandise \_\_\_\_\_  
\_\_\_\_\_

Price range of merchandise: \_\_\_\_\_

What percent of your merchandize falls in these categories:

JEWELRY	_____
ART & PHOTOGRAPHY	_____
GLASS & POTTERY	_____
CHILDREN'S ITEMS	_____
CLOTHING and ACCESSORIES (other than children's)	_____
HEALTH	_____
MISCELLANEOUS AND GIFT	_____
INFORMATION	_____
<b>TOTAL</b>	<b>100%</b>

**Everyone renting booth space for displaying and selling merchandise at the Cole Valley Fair must comply with these rules:**

- The overwhelming majority of the merchandise for sale at the booth must be handcrafted by the person renting the booth space.
- **Three photographs** showing the merchandise to be sold at the booth must be submitted with this application.
- Vendors must allow for quick inspections of their merchandise on the day of the Fair.

# GUIDELINES AND AGREEMENT

- ◆ You will receive an email confirmation of your application receipt within two weeks of when it is received.
- ◆ This is a juried fair. Preference will be given to vendors with unique items, returning artists, and Cole Valley residents. You will be notified via email no later than July 15 if you are accepted. You will be notified of booth locations by early September.
- ◆ Booth spaces are 10 x 10 ft. Vendors will provide their own tables, chairs and displays, unless otherwise specified. We do not provide electricity. We can arrange with rentals for a **canopy, table, or chairs** for your booth, if you wish. They will set up for you and tear down after the fair. Please download the separate application for rentals found on the Fair website.
- ◆ Vendors are responsible for the safety of their customers, themselves, and their merchandise within the rented space—please take this into consideration when constructing your booth.
- ◆ Set up is between 7:00am and 9:30am the morning of the Fair. Vendors may drive up to their space to unload, but must move their cars by 8:30am. No cars will be allowed on the street after 8:30am! Place a sign on your dashboard that indicates your vendor space number & cell phone #.
- ◆ The fair begins at 10:00am and ends promptly at 5:00pm. Please do not start breaking down before 5:00pm. Clean up begins immediately after the fair closes.
- ◆ Concession space is not transferable nor may it be subdivided without prior agreement of the Cole Valley Fair Committee.
- ◆ A 50% refund will be made to an exhibitor if an exhibitor withdraws by August 1, 2018.
- ◆ The Cole Valley Fair Committee reserves the right to refuse space or close down any booth, sales, or displays deemed detrimental to the success of the fair or in violation of local or fair ordinances. No money will be refunded in the event of a cancellation.

**DEADLINE for applications is July 1, 2018.**

Your check will be returned if you are not accepted.

Late applications, with a check, will be considered if there are cancellations.

**Please make checks payable to MIDLINE** and mail completed applications with a check to:

**MIDLINE**

**c/o Cole Valley Fair**

**515 Frederick Street**

**San Francisco, CA 94117**

**Questions?** Please contact (415) 515-6868 or email [colevalleyfair@gmail.com](mailto:colevalleyfair@gmail.com).

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**I have read all the conditions and policies of the Cole Valley Fair as outlined in this application, and agree to these conditions.**

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**Signature of Authorized Representative**

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**Date**