

FLAGSTAFF 2019 MAY (Fine Art and Craft) SHOW APPLICATION
Wheeler Park 211 W Aspen Ave & Humphrey (Hwy. 180), Flagstaff, AZ 86001

Send completed BOTTOM HALF of application with photographs (if required) and all fees to:

Dixie Green Promotions; 3141 W. CHRISTY Drive; Phoenix, AZ 85029; 602-789-7222

More information and applications at www.dixiegreenpromotions.com; e-mail inquiries to dixie@dixiegreenpromotions.com

Memorial Day Weekend: 2019: May 25, 26, 27 – (Sat-Mon.) • \$265. (10X10) • \$315 (10x15) • \$365 (10x20)

* One artist's work per booth See #4 for select commercial/ mass produced fees * Limited electricity available for \$75. Fee.

1. Show Hours: Saturday & Sunday: 9am-5pm, Monday: 9am-4pm
2. Setup: Fri. 5pm-7pm, Sat. 6am-9am, (you can stay as late as you want after 7pm to finish setup on Fri PM).
Teardown: Monday after 4pm
3. Security—Fri. 7p.m.- 6a.m., Sat. & Sun. 6p.m.-7a.m.
4. Comm. / Mass Produced Guidelines: Add \$50 to booth fee if you are exhibiting select commercial/ mass produced items. Contact us if you are unsure how you qualify. **5. NO MATS REQUIRED** 6. Weights required on all 4 tent legs. No staking of any kind allowed. 7. Vendors are responsible for collection & payment of applicable sales taxes. **“NO City of Flagstaff license is required, however you must have Flagstaff and Coconino County named on your AZ TPT#. Vendors are required to pay taxes to Flagstaff, Coconino County and AZ State.** 8. \$35 late fee if not paid 30 days in advance. Mailed checks must be received 30 days before show to avoid late fees. 9. No refunds on cancellations 30 days prior to show for any reason.
10. Checks that are postdated past deadline, have incorrect fee or no signature will be returned 11. \$56 charge on NSF checks.
12. NO OUT OF STATE CHECKS. LOCAL PHOENIX CHECKS ONLY. NO CHECKS AFTER 30 DAY DEADLINE: cash or certified checks or money orders only... No Exceptions. 13. In order to preserve the quality appearance of shows... All tents must be professionally made and must have white tops. All tables must be covered or draped to the ground. All booth areas must be kept neat and clean. Stored items must be neatly put away, covered and not detract from the appearance of the show. No clearance or sale signs.
14. Vendors are expected to keep all products, display items and booth materials within the area assigned to them. This includes umbrellas, racks, chairs, tables, signs and anything else associated with the booth. 15. Unacceptable behavior, not following the rules & misrepresentation of product may result in loss of space and all fees. Swearing, cursing & foul language will not be tolerated.
16. No Children. Limited pets on approval. 17. Shows are Smoke- Free: Smoking is not allowed in booths or on show property at any time including during show hours and during setup/ teardown. Smokers go outside show area to smoke. No exceptions. 18. All shows are alcohol- free and drug- free, including during setup and teardown. Violations will result in loss of space and removal from show.
19. **INSURANCE: All exhibitors must provide a one million dollar liability certificate naming Dixie Green Promotions as an additional insured.**

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FLAGSTAFF SHOW (Memorial Day Weekend)	2019: May 25, 26, 27	Booth Size _____
Name (required):		
Company Name:		
Address (required):		
City, State, Zip (required):		
Phone # (required): ()		w/ message service
E-mail address:		Certificate of insurance enclosed ()
Arizona TPT License #:		(Showing Flagstaff as a location city)
Description of art/ products (required):		
Booth Fee:		
Comm. / Mass. Prod./ Food/ Cottage Edibles	\$50 if applicable (see #4) Health Dept: 928-679-8750	
Late Fee	\$35 if not paid 30 days in advance; \$50. day of show	
TOTAL ENCLOSED:	Make payable to DIXIE GREEN (NOT Dixie Green Promotions) (NO CHECKS AFTER DEADLINE)	

I have read the Show Information and Application Guidelines for the Show I am applying for. I understand and agree to all the terms they contain. Dixie Green Promotions & event workers, City of Flagstaff, its members & workers will be held harmless and not responsible for any injuries or losses to you, your helpers, employees or your property for any reason.

Exhibitor's Signature _____ Date: _____