

FLAGSTAFF 2017 AUGUST 5-6 ART/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

2017 August 5-6: 10x10 booth: • \$295. (10x10) • \$345. (10x15) • \$395. (10x20)

* One artist's work per booth See #4 for select commercial/ mass produced fees * Limited electricity available for \$50 fee.

1. Show Hours: Sat: 9am-5pm; Sun.: 9am-4pm. **SECURITY:** Fri. 7p.m. – 6a.m.; Sat. night. 5p.m.-8a.m.

2. Setup: Fri: 5:30-7pm; Sat: 6-9am.

Teardown: Sunday after 4:15pm (vehicle access may be delayed at discretion of promoter)

3. EXHIBITOR PARKING: across the street in the west parking lot next to City Bldg. and in parking lot across RR Tracks on Sun.

4. Comm. / Mass Produced Guidelines: NO commercial jewelry. 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. **"Booth fee does NOT INCLUDE City of Flagstaff vendor license". Call Sue Miller at 928-213-2250 or see "Flagstaff Vendor Special Event License" on my website under Flagstaff Show Application. License must be posted in booth.** **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 (Fax: 602-375-0696).**

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FLAGSTAFF	2017: Aug. 5-6	Booth Size _____
Name (required):		
Company Name:		
Address (required):		
City, State, Zip (required):		
Phone # (required): ()		
E-mail address:		Certificate of insurance enclosed <input type="checkbox"/>
Arizona Tax License #:		City of Flagstaff License #:
Description of art/ products (required):		
Booth Fee:		
Comm. / Mass. Prod./ Food/ Cottage Edibles	\$50.00 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 PERSONAL 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: _____