



## TERMS & CONDITIONS FOR VENDORS OF THE ARTS & CRAFT FAIRE

1. Pre-registration: Each artist must pre-register for one of the 22 spaces by completing and signing the APPLICATION FOR SPACE RESERVATION above by the 15<sup>th</sup> of the month preceding the show. If this is your first time, you must provide 2 (two) pictures with your application, one showing an example of your work and one of your work space. You may email the completed application to the Registrar at [info@carpinteriaartscenter.org](mailto:info@carpinteriaartscenter.org). It is then your responsibility to call or text the registrar, **Louise Sciutto**, at **(805)698-4536** for confirmation that your application is being processed.
2. Membership: All participating artists must be current members of the Carpinteria Arts Center. Membership starts at \$45.00. Membership must be current to confirm your space at the Marketplace. Artists may mail a check to Carpinteria Arts Center at PO Box 597, Carpinteria, CA 93014 or go to the [carpinteriaartscenter.org](http://carpinteriaartscenter.org) website.
3. Entry Fee: An entry fee of \$40.00 must be paid by the 15<sup>th</sup> of the month before the show in order to secure your space. Payments may **NOT** be made the day of the show.
4. Cancellation Policy: If a cancellation is made by the due date (15<sup>th</sup> of the month preceding the show) the fee may be applied to the next show if space is available. If you need to cancel, call Louise at (805)698-4536. In the event of rain, no refunds will be given and all fees will be credited as a donation to the Carpinteria Arts Center.
5. Original Artwork Only: All work presented must be the artist's own original artwork. Artwork presented must be primarily originals: giclées, prints and cards of the artist's own original work. No embellished commercial items will be accepted. You may be asked to remove any items that do not meet the criteria presented above.
6. Waiver of Liability: All vendors must sign a Waiver of Liability Release and Hold Harmless prior to the commencement of each Marketplace or have one on file.
7. Space Allocation and Furnishings: Each artist will be assigned a space, approximately 8 x 8 feet. Spaces are assigned at the discretion of the committee based on the date of registration and the best layout for the entire marketplace. Artists are responsible for bringing their own display tables, easels, panels, and umbrellas (the courtyard can be quite sunny). Due to space restrictions, NO TENTS are allowed.
8. Setup and Takedown: The Art Market runs from 10:00 AM to 4:00 PM. The gate opens at 8:00 AM for setup. All vendors must participate in setup and cleanup of their site. Display areas must be set up and be ready for sales by 10:00 AM. Please no early birds, and no leaving early! Leaving early will jeopardize your eligibility to participate in future shows. You must clean up your space and leave by 5:00 PM.
9. Access: Access for delivering and removing the artisan's artwork will be from the front or back gate, but vendors should avoid leaving their vehicles unattended at the back gate to avoid being ticketed.