



**Pleasant Hill Blues & Brews July 14th & 15th,  
2023 Friday 6-9 pm | Saturday 3-9 pm  
CRAFT BOOTH VENDOR APPLICATION**

Name of BUSINESS/ORGANIZATION: \_\_\_\_\_

Contact Person: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

Phone # (Day): \_\_\_\_\_ Phone # (Evening): \_\_\_\_\_

Description of Merchandise to be Sold: (Include 4 product photos, and 1 booth photo) :

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Each vendor is responsible for providing their own tents, tables and chairs, and electricity.

I understand the Pleasant Hill Recreation & Park District , the Sponsoring Organizations, City, or Owner/Managers of the site are not responsible for: lost, stolen, damaged equipment or merchandise; accident or injury to me or to my staff; and hold harmless the above organization for any and all liability. I understand there will be no refunds of fees. Security deposit will be refunded only if area is left clean. Vendor is responsible for removing their own garbage.

EXHIBITOR SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**FEES**

10' x10' Booth fee: \_\_\_\_ \$200 both days \_\_\_\_ \$75 Fri only \_\_\_\_ \$150 Sat only *(please check one)*

No refunds after May 5, 2023

Please mail this form to :

Holly Frates, Pleasant Hill Senior Center, 233 Gregory Lane, Pleasant Hill, CA 94523

Or email: [hfrates@pleasanthillrec.com](mailto:hfrates@pleasanthillrec.com)

### **Jurying and Space assignment**

- Jurying is by 4 photos representative of the items you will be selling plus one of your booth. We reserve the right to require the removal of any merchandise that has not been approved.
- This event will not be accepting pre-packaged food sales as a craft vendor.
- Applying does not guarantee acceptance.
- Application and liability releases must be signed and required fees must be submitted with your application. You will be notified by e-mail or mail in writing of acceptance or rejection (no telephone acceptance). All fees will be returned if you are not accepted.
- Maps, set up information and other show information will be mailed or e-mailed approximately one week before the show. Overnight security will be onsite Friday PM to Saturday AM.
- Exhibitor cancellations will not be allowed nor refunds given any later than 14 business days before the show. Cancellations submitted in writing prior to 14 days before the show will receive a refund of fees paid less a \$25.00 processing fee. All cancellations must be submitted in writing.

### **Exhibit Spaces and Fees**

- A single space is 10 x 10 ft or if an irregular shape then approximately 100 sq. ft.
- Booth appearance is extremely important. Booths, displays, tarps and table covering must be clean and in good repair. All tables must be covered to the ground. All boxes and extra merchandise must be stored out of sight.
- Make sure the back of your booth looks good. The back of your booth may be exposed with some show layouts.
- Electricity is not provided.

### **Exhibitor Rules**

- All exhibits must remain staffed during advertised show hours. Please make sure people who work for you are well trained and act in a professional manner.
- Exhibitors are expected to present a friendly, positive attitude towards customers and other exhibitors at all times.
- Do not tear down booth or merchandise before the official advertised closing time.
- Booth spaces must be left clean after the festival.
- All exhibitors must park in exhibitor parking areas.
- The producers, sponsors, and festival facilities are not responsible for lost or stolen displays or merchandise.
- Show will go on rain or shine. The producer will not be liable for refunds or any other liabilities whatsoever for the disruption of the festival due to fire, or any act of God (including, but not limited to weather), public enemies, strikes, statutes, ordinances or any other cause.

Exhibitor agrees to maintain the dignity and integrity of the Festival and will not perform any act of a harmful nature. We reserve the right to ask any exhibitor or their employees to leave whom we feel are not acting in the best interest of the Festival.