



# Arts & Crafts Vendor Application

City of Mission Viejo  
Attn: Arts Alive Festival/Arts & Crafts Vendor  
100 Civic Center  
Mission Viejo, CA 92691  
dmaurer@cityofmissionviejo.org

**April 28, 2018 Saturday noon to 5:00 p.m.**  
**April 29, 2018 Sunday noon to 5:00 p.m.**

*We are looking for handcrafted items or original art. No distributor or production items will be accepted.*

*The undersigned hereby agrees to exhibit at the Arts Alive Festival, to be held on **Saturday, April 28, 2018 (12-5 PM) and Sunday, April 29, 2018 (12 -5 PM) at Oso Viejo Park. Booth space is limited, once full no more applications will be accepted.***

***PRINT CLEARLY and send directly to Mission Viejo Friends of the Arts, City of Mission Viejo, 100 Civic Center, MV 92691***

Date: \_\_\_\_\_  Returning Vendor  New Vendor

Artist Name: \_\_\_\_\_

List all helpers: \_\_\_\_\_

Business Name (as it should appear on all signage)  
\_\_\_\_\_

Business Website: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

CONTACT NUMBER DAY OF FESTIVAL (\_\_\_\_) \_\_\_\_\_

Emergency Contact & Phone #: (Required) \_\_\_\_\_

## 2018 Vendor Fees — Three ways to pay only after approval

All proceeds support the Mission Viejo Friends of the Arts (46-0718478)

### Booth Fees

\$125 Early bird special –before March 23  
\$150 after March 23

Mail or bring application to:  
Attn: Dru Maurer, Cultural Arts Supervisor  
City of Mission Viejo  
100 Civic Center,  
Mission Viejo, CA. 92691

### Mailing Check

Payable to: Mission Viejo Friends of the Arts

### Calling in CC #

Credit cards can be called into (949) 470-8452

### Pay in Person

Come to the Library by appointment only  
Call ahead to arrange (949) 470-8452

### CATEGORY

**Please check all that apply (up to four categories)**

- Ceramics
- Drawing/Pastels
- Fiber
- Glass
- Graphics/Printmaking
- Jewelry
- Metalwork
- Mixed Media 2D
- Mixed Media 3D
- Oil/Acrylic Painting
- Photography/Digital
- Sculpture
- Watercolor
- Wood
- Graphics/Printmaking

NO ELECTRICITY PROVIDED

**Returning Applicant: 1 jpeg**

**high resolution photo**

New Applicants please email:

- Submission photos and artist biography for jury
- Photo (jpeg) for website.
- Artist Statement

(25 word maximum to be read to the jury)

Would you be willing to donate a piece of artwork to the Friends of the Arts?  Yes Item \_\_\_\_\_

OFFICE USE ONLY: Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_ Complete: \_\_\_\_ Approved: \_\_\_\_ Paid Event Fee \_\_\_\_\_

Artist Statement \_\_\_\_ Bio/Photo \_\_\_\_ Submissions Provided \_\_\_\_\_ Confirmation email: \_\_\_\_/\_\_\_\_/\_\_\_\_ Vendor ID \_\_\_\_\_



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**Early Bird Application Deadline: March 23, 2018**  
 Early Bird \$125  \$150-After March 23  
**Deadline for all applications April 13, 2018**

## NEW VENDORS PLEASE EMAIL IMAGES OF ARTWORK

Please describe your submissions. **Four of the images must be of your work.**  
*Please remember to title your image files with your name and corresponding description number.*

#1 Title: \_\_\_\_\_

#3 Title: \_\_\_\_\_

Technique & Materials: \_\_\_\_\_

Technique & Materials: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Retail Price \$ \_\_\_\_\_

Retail Price \$ \_\_\_\_\_

#2 Title: \_\_\_\_\_

#4 Title: \_\_\_\_\_

Technique & Materials: \_\_\_\_\_

Technique & Materials: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Retail Price \$ \_\_\_\_\_

Retail Price \$ \_\_\_\_\_

*Each person helping at your booth must sign this agreement. Attach additional copies as needed.*

### Release, Hold Harmless, and Agreement Not to Sue

I hereby release, discharge and agree not to sue The City of Mission Viejo and Mission Viejo Friends of the Arts for any injury, death or damage to or loss of personal property arising out of, or in connection with, my participation in the **Arts Alive Festival, April 28 and 29, 2018** from whatever cause or natural causes, including the active or passive negligence of The City of Mission Viejo and Mission Viejo Friends of the Arts or any other participants in the **Arts Alive Festival**. The parties to this agreement understand that this document is not intended to release any party from any act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision. In consideration for being permitted to participate in the event/class, I hereby agree, for myself, my heirs, administrators, executors and assigns, that I shall indemnify and hold harmless The City of Mission Viejo and Mission Viejo Friends of the Arts from any and all claims, demands, actions or suits arising out of or in connection with my participation in the **Arts Alive Festival**.

**I HAVE CAREFULLY READ THIS RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT IT IS A FULL RELEASE OF ALL LIABILITY AND SIGN IT ON MY OWN FREE WILL.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Organization/Business Representative—Print Name \_\_\_\_\_

Business/Organization Name \_\_\_\_\_

\_\_\_\_\_