

TUBAC FALL ARTS & CRAFTS FESTIVAL

About the Event

Tubac Chamber of Commerce successfully produced a new **Fall Arts & Craft Festival** in November 2014 with over 100 artists and crafters from around the country and good, steady traffic throughout the 3 days. We have now made this event a permanent addition to our annual calendar of events and will take place November 3-5, 2017.

Tubac Village

Located 45 miles south of Tucson, Tubac is an art colony filled with unique shops, galleries and artists' studios. The Tubac Chamber of Commerce, our volunteers, Tubac Village merchants and residents work together to create a welcoming atmosphere for our visiting artists. Local information will be in your move-in packet.

Advertising

The Chamber will advertise in newspapers throughout the state, online calendars, our website and through social media, and run TV ads, radio spots, and display ads in Tucson and Phoenix area publications. An event program listing all artists will be available at the festival.

Important Facts:

- Please read all three pages of the application, entry form and event rules.
- Make Checks or Money Order payable to **Tubac Chamber of Commerce**. You may also pay online via credit card go to <https://www.tubacaz.com/tubac-fall-arts-crafts-festival/> .
- Sales Tax: All participants must charge sales tax. The current rate is 6.6%. You can download the "Transaction Privilege Tax Application – Short Form #10759" from www.azdor.gov. License fee is \$12.
- Include a SASE for jury notification.

Vendor Benefits

- Volunteer Booth-sitters
- No commission charged. Vendors retain 100% of all sales
- Load-in guides/greeters
- Daily **Free Parking** for one vehicle per applicant (excluding RV camping in RV lot – call Chamber for reservations).

IMPORTANT DATES:

Application Deadline: July 14, 2017

Notification Date: July 28, 2017

Cancellation: Sept. 15, 2017

Check-in and set-up: Nov. 2, 2017

Festival Date: November 3–5, 2017

Questions? Please contact the Tubac Chamber of Commerce by phone or email
520 398 2704 ♦ info@tubacaz.com ♦ www.tubacaz.com



Tubac Fall Arts and Crafts Festival

**2017 FALL
PACKAGED**

Application/Contract for Exhibit Space

Packaged Product Vendor Information *(Please type or print clearly)*

Vendor Name: _____

Business Name: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____ Fax: _____

Email: _____ Website: _____

Description of products (please include list with prices): _____

Booth Space Order

Booth spaces are 10' x 10'. A limited number of double booth spaces are available. All tents and display equipment are the responsibility of Vendor. *(Mark your choice in the squares below and enter the dollar amount on the right.)*

Single booth 10' x 10' @ \$295 **OR** Double booth 10' x 20' @ \$550 Corner Add'l \$50

I am enclosing the Total Amount Due for the Booth Fee listed above..... \$ _____

I am enclosing the Non-Refundable \$35 Application Fee \$ _____

Total Amount Due For Application and Booth Fees Listed Above \$ _____

Application Checklist:

- Application Form (signed)
- \$35 non-refundable application fee
- Booth fee payable to **Tubac Chamber of Commerce**
- Product list with prices
- 1 labeled photo showing booth
- Self-addressed, stamped envelope for jury notification if no email.

Mail Application Materials To:
Tubac Chamber of Commerce
P.O. Box 1866
Tubac, AZ 85646

Email: info@tubacaz.com
Website: www.tubacaz.com
Phone: 520.398.2704

PLEASE MAKE CHECK PAYABLE TO: Tubac Chamber of Commerce
(Please do not postdate check. Check will be deposited upon receipt.)

I hereby apply for booth space in the Tubac Fall Arts and Crafts Festival on **November 4-6, 2016**. I have read the rules (on back) governing the Tubac Fall Arts and Crafts Festival and agree to abide by these and all Festival rules. I understand that there are no refunds, rain checks, or extended show dates due to inclement weather. I understand that there are no refunds for cancellations after September 15, 2016.

Applicant Signature: _____

Vendor Requests: The Tubac Chamber of Commerce will try to accommodate booth requests, but is under no obligation to do so. For those familiar with the Tubac February Festival, this festival may be configured differently so please give us 3 different space requests (i.e. Tubac Road facing north).

APPLICATION DEADLINE: POSTMARKED JULY 14, 2017

Official Rules for Packaged Product Vendors – Tubac Fall Arts and Crafts Festival

1. Tubac Fall Arts & Crafts Festival, the “Festival”, will be presented by the Tubac Chamber of Commerce, the “Chamber”, in Tubac, Arizona on **November 3, 4 & 5, 2017 from 10:00 am to 5:00 pm daily.**
2. **Vendor agrees** that, if accepted by the Chamber for the Tubac Fall Arts & Crafts Festival, the Chamber is under no obligation to rent booth space to the Vendor in future Festivals. Booth locations will be rented and assigned in accordance with the best interest of the Festival, which the Chamber at its sole discretion shall have the right to decide.
3. **Vendor agrees to occupy booth space as assigned, and to be opened and staffed during all regular festival hours.** In the event that the Vendor shall not occupy or staff said space, then the Chamber is expressly authorized to occupy or cause said space to be occupied in such a manner as it may deem best for the interest of the Festival without any refunds or allowances whatsoever to the Vendor and without in any way releasing the Vendor from any liability thereunder. The Vendor also agrees not to sublet or apportion to anyone else said space. Vendor is allowed to have helpers assist in selling packaged products.
4. **It is the sole obligation of the Chamber to furnish an outdoor booth space.** There are no refunds, rain checks, or extended show dates due to inclement weather. The Chamber is not obligated to provide other services of any nature.
5. **Vendor shall be liable** for delivery, handling, erection and removal of his/her own displays and equipment. All displays, equipment, merchandise and supplies must be contained within the assigned booth space. Generators are not allowed.
6. **Insurance**, if desired by the Vendor, must be obtained by the Vendor at the Vendor’s own expense. The Chamber assumes no risk and, by acceptance of this agreement, the Vendor expressly releases the Chamber and all of its representatives of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said booth space by the Vendor, and agrees to hold and save the Chamber and its representatives harmless of any loss or damage by reason thereof.
7. **The Chamber will not be liable** for refunds or any other liabilities whatsoever for the failure to fulfill this contract due to acts of God, public enemy, strikes, statutes, ordinances or any legal authority, or any other cause beyond the Chamber’s control.
8. **All pertinent Fire Codes, laws, ordinances and regulations** pertaining to health, fire prevention and public safety shall be strictly obeyed. Nothing shall be nailed, stapled, taped or otherwise fixed to any community or private property.
9. **Vendor will be required** to have any and all business licenses, permits and requisite insurance that are needed for his/her operation.
10. **Health Permits:** Packaged food vendors who provide food samples may be required to have a temporary food permit from the Santa Cruz County health department, (520) 375-7900. The permit fee is currently \$75.
11. **Payment Terms:** Applicants must submit a check or money order including the non-refundable \$35 application fee and the appropriate booth fees with their application/contract for booth space (**payable to the Tubac Chamber of Commerce**). Applications received without a check for application and booth fees will not be considered. Jury notification will be July 28, 2017. Non-accepted applicants will receive a 100% refund of booth fees
12. **Cancellation Policy:** Booth fees are refundable if the Tubac Chamber of Commerce office is notified of cancellation **in writing by September 15, 2017.** Cancellations after September 15, 2017 will result in forfeiture of booth fees.
13. Vendors agree to obtain written permission from the Chamber prior to using the Tubac Chamber of Commerce logo, Tubac Village logo or any photos/art from the Tubac Chamber’s website in connection with their business.
14. Vendors agree to allow the Chamber to use their photos and application materials for promotional purposes.
15. **This Contract** constitutes the entire contract between parties and no waivers, modifications or amendments shall be valid unless written upon or attached hereto and shall be approved in writing by the Tubac Chamber of Commerce.