



SDSU's 2009-2010 HAND CRAFT FAIRE

Attention Hand Crafters!

Fall Semester 2009
Dec. 7 thru Dec. 10, 2009
8:00 am – 4:00 pm

Spring Semester 2010
May 3 thru May 6, 2010
9:00 am – 5:00 pm

Hurry, This Event Will Sell Out!

Apply and Pay Before the August 3, 2009 Deadline for
both Craft Faires and receive 20% BIG BONUS discount!

AFTER THIS EARLY BIRD BONUS DEADLINE, FEES WILL INCREASE.
SEE THE BACK OF THIS APPLICATION FOR FURTHER DETAILS.

COST INCLUDES:

includes 4 days of space and the following:

- Your choice of 10' X 10', 10' X 15', or 10' X 20' size exhibition spaces (at varied prices)
- 4 days (Monday through Thursday) of participation in the fair
- SDSU flyers, newsletter, listings, websites, CASE calendars, and many other methods of advertising.
- Market appeal to 35,000 SDSU Students & over 6,000 SDSU faculty & staff

SELECTION CRITERIA

selection is based on the following:

- Handcrafted originality
- Handcrafted items only (no imports or manufactured goods)
- Photos (for first time vendors or vendors who haven't participated in over 2 years)
- Completed application (on or before deadline)

CASE
CULTURAL ARTS & SPECIAL EVENTS

SPONSOR

CASE (Cultural Arts and Special Events) is an AS/SDSU Campus program & is a non-profit student organization.

GENERAL TERMS

PLEASE READ CAREFULLY. SIGN AND RETURN THESE 3 PAGES WITH YOUR APPLICATION.

All Hand Craftspersons will read and comply with the following terms:

1. Hand Craftspersons will follow rules regarding passes, parking and safety regulations as set forth at the time of the Hand Craft Faire.
2. Hand Craftspersons will not sell any items **NOT** approved or accepted by the Crafts Committee, such as drug paraphernalia. Approval or acceptance shall be determined **BEFORE** the Hand Craft Faire. Any changes in sale items must be approved by Crafts Committee.
3. **ALL** equipment necessary to the hand craftspersons display must be provided by the craftsperson. This includes tables, chairs, and CARTS, etc.
4. Hand Craftspersons agree to confine their display area to the space assigned by the Crafts Committee. Also, to insure the professional look of the Hand Craft Faire, hand craftspersons will display their crafts in a neat, orderly manner, and must not display outside their assigned space.
5. Hand Craftspersons shall not drink any alcoholic beverages or indulge in any illegal drugs while on the SDSU property as set forth by University regulations.
6. **DOGS AND OTHER ANIMALS:** It is a University policy that no animals are allowed on campus. No refunds will be issued if you are asked to leave.
7. Hand Craftspersons agree to use their name, picture, image, recorded voice and those of their employees and helpers by AS/SDSU CASE Board (Cultural Arts & Special Events) for promotional use.
8. **Hand Craftspersons are solely responsible for his/her wares and possessions. Thus, it is agreed that Associated Students, CASE Board (Cultural Arts & Special Events), Aztec Center, Crafts Committee, San Diego State University and any function of the University and their employees shall not be held responsible for collecting monies to any city, county, state or federal agency, or any loss, damage and/or theft to the hand craftspersons wares or possessions or those of his/her employees and helpers.**
9. Hand Craftspersons agree to hold harmless and indemnify the Associated Students, CASE Board (Cultural Arts & Special Events), Aztec Center Crafts Committee, San Diego State University and their employees from any and all loss, liability, claims, attorney fees, costs and expenses arising out of the hand craftspersons activities including, but not limited to, the manufacture or sales of goods and vending or services.
10. Hand Craftspersons, as independent contractors are solely responsible for his/her workman's compensation insurance, and those of his/her employees and helpers. All hand craftspersons must possess a valid sellers permit as required by the State Board of Equalization.
11. All deadlines are based on SDSU Associated Students CASE Board receiving applications by the advertised deadline.
12. **Be prepared for inclement weather. NO REFUNDS. NO EXCEPTIONS!**
13. **NO refunds will be given to any vendor once an application is submitted with a check.**
14. Failure to comply with any of the General Terms may result in immediate expulsion from the Hand Craft Faire with **NO REFUND.**
15. No food or beverage booth applications will be accepted.
16. **Booth location assignments are final. No changes to the booth assignment can be made. Notification of booth assignment will be upon arrival Sunday evening or Monday morning of vendor's arrival.**
17. Bounced checks will result in immediate Hand Craft Faire booth cancellation.
18. Electrical power cannot be provided for vendors
19. **IF ANY MANUFACTURED OR IMPORTED GOODS ARE DISPLAYED, THE VENDOR WILL BE ASKED TO IMMEDIATELY AND PERMANENTLY LEAVE THE HAND CRAFT FAIRE AND FORFEIT HIS/HER MONEY. HAND CRAFTS ONLY!**

I HAVE READ AND AGREE TO COMPLY WITH THE ABOVE GENERAL TERMS.

SIGNED _____ DATE _____

NAME (please print) _____

PLEASE RETURN THIS COMPLETED "PAGE 1 OF 3" OF THIS APPLICATION

**ASSOCIATED STUDENTS
SAN DIEGO STATE UNIVERSITY
APPLICATION FOR THE SDSU HAND CRAFT FAIRE**

FIRST NAME: _____ LAST NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

DAY PHONE: _____ FAX: _____ Email: _____

DRIVER LICENSE#: _____ EXP: _____

CERTIFICATE OF BUSINESS: _____ EXP: _____

APPLICATIONS MUST INCLUDE:

- 1) A CHECK MADE PAYABLE TO ASSOCIATED STUDENTS (MONEY ORDERS NOT ACCEPTED) **AND**
- 2) SELF ADDRESSED STAMPED ENVELOPE **AND**
- 3) 3 X 5 PHOTOS OF ALL YOUR HANDMADE CRAFT(S) TO BE DISPLAYED (for first time applicants or vendors who haven't participated in over 2 years). HANDMADE CRAFTS NOT INCLUDED IN THE PHOTOS WILL NOT BE ACCEPTABLE FOR SALE AT THE HAND CRAFT FAIRE. PHOTOS AND ANY OTHER DOCUMENTS AND/OR ITEMS SENT TO THE SDSU CRAFT FAIRE COMMITTEE WILL NOT BE RETURNED.

LIST ALL THE ITEMS YOU WILL DISPLAY AND SELL BELOW:
(BOTH NEW AND RETURNING APPLICANTS)

PRICE RANGE:

1) _____	_____
2) _____	_____
3) _____	_____
4) _____	_____
5) _____	_____
6) _____	_____
7) _____	_____
8) _____	_____
9) _____	_____
10) _____	_____

DESCRIBE ALL THE ITEMS YOU WILL DISPLAY AND SELL:

DESCRIBE THE PROCESS INVOLVED IN MAKING YOUR HAND CRAFT(S):

How did you hear about the SDSU Hand Craft Faire? (please check all that apply)

- Friend Hand Crafters Publication (name) _____ Direct Mail Internet
 Flyer Other Hand Craft Faires Other (please describe) _____

SIGNED _____ DATE _____

SPACE PRICES

SPACE SIZE	BIG BONUS 20% Discount Pay now for both Dec. 2009 & May 2010 Hand Craft Faires by August 3, 2009 Deadline	Fall 2009 December Hand Craft Faire paid by Sept. 14, 2009 Deadline	Fall 2009 December Hand Craft Faire paid by Nov. 2, 2009 Final Deadline
10 X 10	\$345_____	\$215_____	\$245_____
10 X 15	\$440_____	\$275_____	\$305_____
10 X 20	\$530_____	\$330_____	\$360_____

SPACE SIZE	Spring 2010 May Hand Craft Faire paid by March 1, 2010 Deadline	Spring 2010 May Hand Craft Faire paid by April 5, 2010 Final Deadline
10 X 10	\$215_____	\$245_____
10 X 15	\$275_____	\$305_____
10 X 20	\$330_____	\$360_____

FALL 2009 APPLICATION WILL NOT BE CONSIDERED AFTER
THE FINAL NOVEMBER 2, 2009 DEADLINE

SPRING 2010 APPLICATION WILL NOT BE CONSIDERED AFTER
THE FINAL APRIL 5, 2010 DEADLINE.

SIGNED _____ DATE _____

PLEASE RETURN THIS COMPLETED "PAGE 3 OF 3" OF THIS APPLICATION



**RETURN APPLICATION AND
ALL REQUIRED MATERIALS TO:**
HANDCRAFT FAIRE COMMITTEE
Aztec Center, San Diego State University
San Diego, CA 92182-7800

Phone 619-594-8273 • Fax 619-594-8932