



August 1<sup>st</sup> & 2<sup>nd</sup> 2020  
Arts & Crafts Show  
General Vendor Registration Form

**PLEASE PRINT**

Vendor Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

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

Phone #1: \_\_\_\_\_ Phone #2: \_\_\_\_\_

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

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

**By signing this, you agree to follow all BVAC guidelines listed in policies.**

**Vendor Booths:**

- Booth Spaces are 10' x 10' for **\$60** each.
- Booths are located outside (most on pavement), with no electricity.

<b>Booth Type Craft Art Medium e.g. Knitting, Oils, Books</b>	<b># Booths</b>	<b>Amount Enclosed</b>

*NOTE: All items for sale must be handcrafted by the artist or author. No factory made, or mass-produced items will be permitted. Please carefully review the guidelines on page 2.*

***Beulah Valley Arts Council is a non-profit 501(c) 3***

1. The Arts Show will run the first full weekend of August, 2020 **The hours are 10:00 a.m. - 6:00 p.m. on Saturday, Aug 1st (Car Show Day), and from 10:00 a.m. - 4:00 p.m. on Sunday Aug 2nd at Beulah School located at 8734 School House Lane, Beulah, CO 81023. We request that ALL vendors stay through the entire show, however if early breakdown is necessary, you will NOT be able to bring your vehicle into the show area.**

## Arts & Crafts Show - General Vendor Registration Form

2. No factory-made or mass-produced products, purchased for resale, will be allowed. Prints are acceptable as long as they are **your own original artwork**.
3. All **hand-crafted** art mediums will be accepted. We reserve the right to ask you to remove any merchandise not in compliance with this form. We reserve the right to ask any vendor to leave if unruly or considered disruptive by the BVAC's discretion.
4. Spaces are 10' x 10'. Please keep in mind that these are outdoor spaces, some on asphalt. Each vendor is responsible for his/her own booth stability. All vendor spaces are for tent booths only.
5. Registration forms: Separate forms are necessary for Juried Art participants. Please mail forms to address listed below or register online at [bvartcouncil.org](http://bvartcouncil.org). **The BVAC requires the registration form to be signed and dated, online electronic signature is valid. If not signed, your booth application will not be processed.** Vendor space assignments are designated by BVAC at its discretion.
6. CHECK-IN: All vendors must check in at the Registration booth prior to set-up. Vendors may park by their spaces while unloading goods for a limited time, and then their vehicles must be moved to the designated vendor parking. No vehicles will be allowed in the Arts & Craft Show area during the open hours of the two-day event. PLEASE, **NO BREAKDOWN UNTIL END OF SHOW.**
7. SET-UP: **Friday, July, 31<sup>st</sup> 12:00 p.m. – 8:00 p.m. and/or beginning at 7:00 a.m. Saturday, August 1<sup>st</sup>.** All vendors must be set up by 9:15 a.m.
8. Those selling packaged or wrapped food items (jams, jellies, preserves, baked goods, etc.) **must** follow cottage food guidelines at Pueblo County Health Department.
9. **Only SILENT generators will be allowed.** No ice will be available at either the Beulah General Store, or elsewhere at the event.
10. SUNDAY: **Take-down begins at 4:00 p.m. on Sunday, August 4<sup>th</sup>.** No cars permitted in area until after 4:00 p.m. Please leave your area clean.
11. **Wi-Fi** will be available, however, please check with your mobile service provider to see if options are available for you to align your phone with the cell tower in Beulah or to make your own Wi-Fi arrangements to ensure that your transactions run smoothly. We do not have someone available to help you process your transactions.
12. Sales tax: Collecting, reporting and payment of sales tax are the sole responsibility of the vendor. Beulah is an unincorporated town, so we have no city sales tax. Pueblo County tax is 1% and the Colorado state tax is 3%.
13. Refunds: There are **no refunds after July 15.**
14. Overnight accommodations: There are a few bed and breakfasts located in the Beulah Valley (**lists are available on our website**). However, there are many motels and/or hotels located on the south and north ends of Pueblo that are just 30 minutes away from the show site.
15. The Pueblo County Sheriff's Department will provide deputies during the two-day event and they will be on periodic, routine patrol at night. Vendors may not stay overnight at the show site. BVAC will have a community member onsite overnight. The Beulah Valley Arts Council will not be responsible for the loss or damage to vendor items, vendor equipment, personal property or personal injury. The vendor's signature on the Registration Form releases the BVAC from all liability, injury and or damages.
16. The Juried Art Show will be on the school where artwork can be locked at night. (Applications and guidelines for the Juried Art Show are available at [bvartcouncil.org](http://bvartcouncil.org).)
17. ***By signing the registration form, you agree to abide by all the rules and guidelines outlined by the vendor policies. You furthermore release the Beulah Valley Arts Council from any and all liability in the event of injury and/or damage or loss of property or goods while participating in the Beulah Valley Arts and Crafts Show.***

Make check payable to: *Beulah Valley Arts Council*

Mail registration form and check to: **Beulah Valley Arts Council P.O. Box 41 Beulah, CO 81023**

**Register online at [beulahvalleyartscouncil.org](http://beulahvalleyartscouncil.org)**