

CRAFT VENDORS

Event Guidelines / Rules & Regulations

Holiday Art & Craft Faire at the Simpkins Family Swim Center

Hours Set Up & Move Out	<p>Move in time for vendors 7:00 a.m. - 8:00 a.m.. General public 9:00 a.m. - 4:00 p.m. The entrance to the event is marked "Simpkins Family Swim Center" on 17th Avenue in Live Oak. No prepaid reservations will be held after 8:00 a.m. Set up must be completed by 8:30 a.m. Vendors must stay until the end of the event, at 4:00 p.m. No parking allowed at any time within twenty feet of any fire hydrant or fire department connection. Any vehicle illegally parked in red zones will be immediately towed. VENDORS MAY NOT BEGIN PACKING UP UNTIL 4:00 p.m. VENDORS MUST BE OFF THE SITE BY 5:00 p.m. When leaving, please check your area for any trash, boxes, or other debris, and deposit in an appropriate recycle or trash container—do not leave anything in your area.</p>
Vendor Info.	<p>Booth size is approximately 7' x 8' or 9' x 10'. Only two people are allowed to sell from each booth. The Parks Department reserves the right to reasonably refuse service and/or booth rental to anyone. Vendors are required to keep their booth area and the area directly in front of their booth clean. All vendors setting up a canopy in a space must have it properly anchored and constructed. If a vendor erects a canopy, the Parks Department reserves the right to require the vendor to take it down at any time due to windy conditions, however the Parks Department will not be liable for this decision. Vendors are not to make any holes in selling or parking area surfaces. Canopies must be erected within boundaries of the booth and no overhang outside these boundaries will be allowed. Each vendor shall comply with all applicable cities, county, state and federal laws. The Parks Department reserves the right to formulate additional rules and regulations if necessary and each vendor shall abide by such additional rules and regulations.</p>
Event Etiquette	<p>All dealings conducted by vendors and helpers must be performed so as not to infringe upon the rights of other vendors or offend visitors to the event. Should the vendor desire to pass out printed material, or other articles, this must take place only from the assigned space, subject to prior Parks Department approval. No manner of attracting attention in a noisy or an undignified manner will be permitted. No music or amplified voice equipment or systems are permitted. The Parks Department retains the rights to restrict, exclude or evict vendors or exhibits which, because of their method of operation, noise or other features, become objectionable or which, in the opinion of the Parks Department, may detract from the general character of the event as a whole. This includes persons, things, printed matter, or anything else the Parks Department judges to be objectionable.</p>
Inclement Weather & Refunds	<p>The event will be held regardless of weather conditions, unless the Parks Department determines that the conditions could be harmful to participants. Refunds or credits will only be issued if the event is terminated or cancelled by the Parks Department due to unsafe conditions.</p>
Electricity	<p>Electricity to booths is unavailable. Generators will not be allowed. Electrical outlets are available in the Swim Center if someone needs to test an item to see if it works.</p>

Tables and Chairs	If requested in advance on your registration form, a 3' x 8' table and two chairs will be provided for a fee of \$5.00.
Merchandise	If a staff member asks you to remove a non-conforming item, please do so immediately and cheerfully. We would prefer not to be put in the position to have to ask, so please carefully sort and check your merchandise as you set up. The Parks Department staff will visit each booth and any new items or inappropriate items must be removed. Any disagreement will be decided by the Parks Department. The Parks Department reserves the right to require any vendor to leave the event if that vendor's display or merchandise does not meet the standards of the Holiday Art & Craft Faire. No animals, food items, gas filled balloons, adult (x-rated) material or imagery of any kind, drug paraphernalia, guns or ammunition may be sold, or any other item deemed inappropriate by Parks Department staff. No stolen goods shall be offered for sale. Due to the family atmosphere of the market the management reserves the right to restrict the sale of any material not conducive to a wholesome environment.
Reservations & Registration	Spaces will go quickly! Mail-in, fax-in, phone-in, or walk-in your registration form & fees right away to: County Parks Registration, Santa Cruz County Parks Dept., 979 17 th Avenue, Santa Cruz, CA 95062. You may also register online at www.scparks.com . Spaces will be available for this event on first come, first serve basis, subject to availability and the jurying process. Your space will be reserved only when your registration form and fees are received.
Pets	No pets are allowed, except for guide dogs. Vendors are not permitted to bring pets into the Swim Center or event area.
No Smoking	In consideration of others, there shall be no smoking of any kind at anytime indoors, in the vendor areas, or in the outdoor food /eating areas.
Property	The vendor is advised that the County of Santa Cruz assumes no responsibility whatsoever to insure the safety or protect in any way, the property of the vendor from fire, theft, malicious mischief, accident, rain, wind or other perils. The vendor is charged with the responsibility of protecting his/her own property at all times during the event.
Information	E-Mail - events@scparcs.com .