



The City of Moreno Valley  
&  
The Moreno Valley Arts Commission  
Proudly Presents

# MoVal Snow Day Craft Fair

## REQUEST FOR VENDORS

**Date:** Saturday, December 3, 2016  
**Time:** 10:00 a.m. – 4:30 p.m.  
**Where:** Conference and Recreation Center  
14075 Frederick Street  
Moreno Valley, Ca 92553

**Exhibitor Fee:** \$25.00

This will be a great opportunity for crafters to promote their craft, provide hands-on demonstrations, and to sell their work. **Apply soon as we have limited space!!**

### Event Details

- One artist/crafter per application.
- Exhibitor is required to apply for a business license with the City of Moreno Valley at no cost, pending the crafter has not attended more than 3 City events in a given year or they already have a current license on file. **When submitting the application to the City, the signoff by the Business License Division must be attached.**
- When choosing a craft to show, please remember this is a family-oriented event.
- Displays are to be neat and professional at all times.
- Duplicate crafters will be limited by the Parks and Community Services Department.
- Exhibitor should set up within their assigned 10x10 space.
- Exhibitor is responsible for keeping their area tidy. Please bring a trash bag to aid in cleanup. Receptacles will be available for trash disposal.
- Setup begins at 8:00 a.m. and should be completed by 9:30 a.m.
- **Exhibitor is not to begin takedown until conclusion of event at 4:30 p.m.**
- Upon check-in, each crafter will be given information as to their assigned space. Every effort will be made to make sure that crafters with like items are not placed next to each other. Please arrive on time to make sure that the check-in process is completed promptly.
- Exhibitor is to provide their own table coverings and décor. The City will provide one 6ft table, and two chairs. The craft fair will be located under a large tent, therefore EZ-ups or canopies are not necessary or permitted. Electricity will not be available.
- The City of Moreno Valley is not responsible for damage, loss or theft of craft or artwork.
- Crafters:
  - ❖ Crafts need to be original handcrafted/handmade from raw materials.
- No refunds will be given unless event is canceled by the City of Moreno Valley.



# MoVal Snow Day Craft Faire EXHIBITOR APPLICATION

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please check the appropriate box(es) stating the type of craft(s) you will be presenting and/or demonstrating.

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Drawing             | <input type="checkbox"/> Jewelry          | <input type="checkbox"/> Craft – Description |
| <input type="checkbox"/> Glass/Acrylic       | <input type="checkbox"/> Mixed Media      | _____  |
| <input type="checkbox"/> Sculpture           | <input type="checkbox"/> Woven Fibers     | _____  |
| <input type="checkbox"/> Painting            | <input type="checkbox"/> Clay Stoneware   | <input type="checkbox"/> Other               |
| <input type="checkbox"/> Textiles–Decorative | <input type="checkbox"/> Watercolor       | _____  |
| <input type="checkbox"/> Collage             | <input type="checkbox"/> Textiles–Apparel | _____  |
| <input type="checkbox"/> Photography         | <input type="checkbox"/> Graphic Design   | _____  |
| <input type="checkbox"/> Printmaking         | <input type="checkbox"/> Painted Fabric   |  |

I understand the requirements set forth in participating in the MoVal Snow Day Craft Faire and confirm that the above information is accurate, and I will abide by the details set forth.

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

\_\_\_\_\_  
Print Name

Mail, e-mail or deliver application to:  
 City of Moreno Valley  
 Parks and Community Services Department  
 14075 Frederick Street  
 Post Office Box 88005  
 Moreno Valley, CA 92552-0805  
 For questions contact Arts Commissioner Debby Johnson:  
 (951) 442-8698  
 debby@debbyjohnson.com

**NO LATER THAN NOVEMBER 25, 2016**  
 The Craft Faire will be held at the Conference and Recreation Center  
 located at 14075 Frederick St., Moreno Valley CA 92553