

Date Application Received	Check all that were included	<b>ACCEPTED/ DECLINED</b>
<b>FEES PD:</b> APPLICATION FEE \$ _____ SPACE FEE \$ _____ PHOTOS _____ SASE _____ SPACE ASSIGNED _____		



## 50<sup>th</sup> Annual Delray Affair "BUSINESS-EXHIBITOR" Application

April 13 - 15, 2012

**Nancy Stewart-Franczak**  
561-278-0424  
WWW.DELRAYAFFAIR.COM

**Hours:** Fri., April 13th (10:00 am - 6:00 pm); Sat., April 14th (10:00 am - 6:00 pm); Sun., April 15th (10:00 am - 5:00 pm)

**PLEASE READ INSTRUCTIONS AND RULES OF PARTICIPATION BEFORE APPLYING!**

<b>Exhibitor (s) Full Name (Last, First)</b>	<b>Cell Phone</b>
<b>Business Name (If Applicable)</b>	<b>Home Telephone</b>
<b>Primary Address</b>	
<b>City, State, Zip</b>	
<b>Valid E-mail Address (REQUIRED)</b>	<b>Facebook Link (REQUIRED)</b>

### 2012 DELRAY AFFAIR BOOTH PAYMENT

**EXHIBITOR TYPE:** (10x10 Vendor Space)

**Business (\$400)**    **Chamber Member (\$300)**    **Non-Profit Organization (\$300)**

**APPLICATION FEE**  (\$35) *Non-Refundable*



#### PAYMENT OPTIONS

Make checks payable to **DELRAY BEACH CHAMBER OF COMMERCE**  
64A SE 5th Avenue, Delray Beach, FL 33483

Name \_\_\_\_\_

Company \_\_\_\_\_ Email \_\_\_\_\_

Address, City, State & Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Check Enclosed    Visa    MasterCard    AMEX   Exp. Date \_\_\_\_\_ 3 or 4 digit code \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Name as appears on card \_\_\_\_\_

Signature \_\_\_\_\_

Booth Preference Location  
 NO PREFERENCE    RETURNING EXHIBITOR ( \_\_\_\_\_ # YEARS)    SAME BOOTH LOCATION/#    BOOTH #

**SPECIAL REQUEST:** \_\_\_\_\_

**SUBMISSION OF THIS APPLICATION, VALID FOR THE CURRENT SHOW YEAR ONLY, SIGNIFIES YOUR UNDERSTANDING AND ACCEPTANCE OF, AND AGREEMENT TO ABIDE BY THE RULES OF PARTICIPATION AND GENERAL POLICIES OF THE DELRAY AFFAIR IF INVITED TO PARTICIPATE.**

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

## DELRAY AFFAIR RULES and INSTRUCTIONS FOR PARTICIPATION

**Please read carefully before submitting an application. If you are unable to meet our criteria, please do not apply.**  
This event is possible thanks to the courtesy of the City of Delray Beach & its merchants. Exhibitors are asked to cooperate with Event Officials, who can be identified with their pink shirts. Information booths are conveniently located throughout the event.

### **RULES OF PARTICIPATION:**

1. Incomplete Applications will not be processed and will be returned to sender. **Mail completed application, 3 photos of your work in process and one photo of your display, plus \$35.00 processing fee, the appropriate Space Fee and a #10 self addressed stamped envelope.**
2. The application fee is deposited upon receipt and is NON-REFUNDABLE. Space fees are deposited upon acceptance.
3. **Dates for your calendar:**
  - Oct 1** - Application Available (first mailing)
  - Dec 31** - Deadline for Applications (*After deadline, dates no longer apply. Late applications will be put on a "Wait List".*)
  - Feb 15** - Confirmation of Acceptance
  - Mar 15** - Packages Mailed to Exhibitors
4. Cancellation Fee of \$50. No refunds after March 13, 2012.
5. All work **MUST** be original and of exhibitor's own crafting. No Buy/Sell products are permitted on Atlantic Avenue. Select Buy/Sell items will be accepted and located in **MARKET SQUARE** (located in Business Section on Swinton Avenue). A Buy/Sell item is any product that is purchased and sold without substantial modifications to the original product. For example, a shirt that is purchased and modified using a tie dye process or embellished with rhinestone decorations is not considered Buy/Sell. In addition, there are exceptions to the Buy/Sell rule at the Delray Affair for items that are not typically an art form or craft. These items include but are not limited to sunglasses, gladiolas and vendors who have been grandfathered into the event due to the uniqueness of the item and the vendor's long term relationship with the Delray Affair.
6. Animals are prohibited from the event.
7. Booth placement is carefully chosen by the committee. Categories do not indicate space locations. No changes in booth location permitted after the event begins.
8. Exhibitors may not share booth space unless they have submitted a joint application and have been accepted as such, nor may they sublet or apportion space to anyone else. Artists may only exhibit work in the category in which they applied. Items misrepresenting works presented at time of application, are subject to immediate dismissal from the show. Artists must display their own work.
9. Booth structure and displays must not exceed limits of assigned space. Construction of booth & displays must be appropriate and be able to withstand inclement weather and crowd activity.
10. Cartons or boxes must be kept out of view. Exhibitors are responsible for keeping booth space clean, safe & secure. Exhibits and materials contained within the assigned booth space and cannot be extended.
11. You must display appropriate conduct. The committee reserves the right to remove or prohibit anything which is deemed not suitable, including persons, conduct, material and other items. No selling or soliciting outside of booth space.
12. Break down of booths must be completed and removed by 8:00 PM on Sunday. Any materials left behind will be confiscated.
13. Agents for artists, including dealers, frame shops and galleries are not allowed.
14. Artists **MUST** be present and have booth open for business during all hours of the 3-day event.
15. Electrical service from any public source is strictly prohibited. Quiet generators are permitted by petitioning the committee for special permission in advance. Power cords must be taped down.
16. No food products may be sold by artists or business exhibitors.
17. Exhibitors will cause no noise which can be heard beyond the perimeters of their own exhibitor space. This noise includes but is not limited to music (recorded or live demonstrations) or motivational tapes. Hawking of items is prohibited.
18. Transactions, including collection of Florida Sales Tax are the responsibility of the participant.
19. Prints and mechanical offset reproductions (e.g. calendars, note cards, stationary) are allowed, **but intent to display them must be clearly stated on the application.** Prints must be properly signed and numbered, and prints/reproductions may not comprise more than 25% of the display. (This restriction is not applicable to artwork produced via traditional printmaking techniques serigraphy, etching, lithography, etc.)
20. Parking is available in municipal parking garages for \$5 per day. RV's, trailers, etc. can park on a first-come first-serve basis in municipal lot allocated (city signage to direct to location). No vans, automobiles or self-propelled vehicles may be used in adjacent to display area.
21. Participation is required all three days/all hours of event. Exhibitors who break down displays or depart before close of show each day will not be allowed to return to future shows.

**A MONITORING COMMITTEE CONTINUALLY ENFORCES THE RULES OF THE DELRAY AFFAIR TO ENSURE THAT ALL WORK SHOWN IS IN COMPLIANCE WITH THESE GUIDELINES. VIOLATION OF THE RULES WILL RESULT IN IMMEDIATE EJECTION FROM THE DELRAY AFFAIR WITH NO REFUND (WE'RE NOT KIDDING). THIS ACTION WILL RESULT IN THE BANNING FROM FUTURE PARTICIPATION.**



## Checklist

### ***Have you enclosed?***

\_\_\_ Complete application (all pages) and signed?

\_\_\_ Enclosed check for your application fee of \$35?

\_\_\_ Enclosed separate check for space fee?

\_\_\_ Enclosed photos of product/art/display? (Photos MUST fit in a #10 envelope to be returned)

\_\_\_ **Enclosed a Self-Addressed & Stamped #10 Business Envelope for Notification???**