

American Canyon



CALL FOR CRAFTERS

ANNUAL HOLIDAY BOUTIQUE

NOV. 30 – DEC. 24, 2019

- SUMMARY:** The American Canyon Arts Foundation (ACAF) is hosting its annual **Holiday Boutique**, a member exclusive event, in which members can sell a variety of handmade creative items. This year the Boutique will be held at the **Canyon Plaza** (the old Umpqua Bank Office) in American Canyon.
- ELIGIBLE ARTISTS:** Only ACAF members may participate. However, membership is only \$35/person, and the membership application is attached.
- COMMISSION/FEE:** There is no entry fee. However, ACAF will collect a 30% commission on all sales.
- SUGGESTED ITEMS:** Jewelry, wearable art, cards, and other creative handmade crafts. ACAF will sell See's Candies. Feel free to contact **Jonette McNaughton** if you have questions regarding what you would like to sell.
- APPLICATION:** Complete the attached agreement and email it to AmCanArts@gmail.com, or mail it to ACAF, 101 W. American Canyon Rd. #508-163, American Canyon CA 94503. **The deadline to apply is Friday, November 22, 2019.**
- LOCATION:** You may set up starting Friday, November 29, after 11 am. The Boutique is located at **Canyon Plaza, 3417 Broadway (Hwy. 29) #J-2, American Canyon CA 94503.**
- BOUTIQUE HOURS:** The Boutique will be open from **Saturday, November 30 through Tuesday, December 24, 2019.** Hours of operation are seven days a week, from 11am to 8pm, Mon-Fri; 10am to 8pm, Sat-Sun. Actual hours may be adjusted based on customer activity.
- OTHER TERMS:**
- 1) Vendors are expected to help with staffing the Boutique. The actual hours will be worked out after the total number of vendors is known.
 - 2) Vendors must provide their own equipment (tables, chairs, etc.)
 - 3) Vendors are expected to promote the Boutique through Social Media and their other marketing techniques.
 - 4) ACAF will handle sales transactions including collecting/paying for State Sales Tax.
- FOR MORE INFO:** Contact Jonette McNaughton, (707) 812-2333, or email AmCanArts@gmail.com.



Vendor Agreement 2019 Holiday Boutique

Name _____

Business Name _____

Address _____

Phone/Text Number _____ Email Address _____

Types of Crafts/Merchandise: _____

Terms and Conditions

1. The 2019 Holiday Boutique will be held from Saturday, November 30 through Tuesday, December 24, 2019. It will be at the Canyon Plaza Shopping Center, 3417 Broadway/SR29 Suite J-2, American Canyon CA—the old Umpqua Bank Office. The hours will be 11:00 am to 8:00 pm each day, although hours may be adjusted based on customer activity.
2. The Vendor is responsible for the following:
 - a. Provide quality crafts and merchandise for sale, and promote the Boutique via the Vendor's social media and other contacts;
 - b. Provide all equipment necessary to display and market the merchandise, unless other arrangements have been made with ACAF;
 - c. Ensure each item has a price tag, or other means of identifying the sales price;
 - d. Help with staffing the Boutique. Based on the estimated number of vendors and the time open, we will need approximately two days' worth of time donated in exchange for being a part of the program. This will include handling sales, either by cash, check or credit card. Training will be provided.
3. The American Canyon Arts Foundation (ACAF) will be responsible for the following:
 - a. The Boutique, including rent, insurance and credit card processing equipment;
 - b. Provide space for the Vendor to display their product;
 - c. Process payments, including sales tax;
 - d. Within 14 days after the close of the Boutique, ACAF will provide an accounting of sales and take a 30% commission on the totals sales by vendor. Vendor will receive the balance, paid by check or electronically via PayPal. ACAF will handle the sales tax payment to the State.
4. ACAF Board Member, **Jonette McNaughton**, oversees the Boutique and will handle questions or issues that may occur. She can be reached (phone or text) at (707) 812-2333.

I agree to these terms and conditions.

Name

Date



American Canyon Arts Foundation Membership Application

Name: _____

Address: _____

City/ST/Zip: _____

Email: _____

Phone Nbr: _____ **Member Status:** New Renewal Life Member

My interests include (check all that apply):

<input type="checkbox"/> Painting	<input type="checkbox"/> Crafts	<input type="checkbox"/> Performing Arts
<input type="checkbox"/> Photography	<input type="checkbox"/> Ceramics	<input type="checkbox"/> Written Word
<input type="checkbox"/> Music	<input type="checkbox"/> Sculpture	<input type="checkbox"/> Multi-media
<input type="checkbox"/> Other: _____		

I would like to help with (check all that apply):

<input type="checkbox"/> Art Extravaganza	<input type="checkbox"/> Advertising/Marketing	<input type="checkbox"/> Fund Raising
<input type="checkbox"/> Other Programs & Events	<input type="checkbox"/> Social Media (Facebook, twitter)	<input type="checkbox"/> Newsletter
<input type="checkbox"/> Member Services/Activities	<input type="checkbox"/> Recruit New Members	<input type="checkbox"/> Phone Contacts
<input type="checkbox"/> Other: _____		

How did I hear about the Foundation?

<input type="checkbox"/> Already a member	<input type="checkbox"/> Foundation Event	<input type="checkbox"/> Newspaper/Internet
<input type="checkbox"/> Signage or other Advertising	<input type="checkbox"/> Direct contact by ACAF	<input type="checkbox"/> Work/Community Group
<input type="checkbox"/> Other: _____		

As a benefit of membership, we host a page on our website, or add a link to yours.

I have my own website: _____

I want my own page on your website. Contact me.

We also manage sites (for example, the Welcome Center) in which members display their art. Are you interested in signing up for this benefit? Yes No

Payments

<input type="checkbox"/> Student under 23 yrs. (\$10)	<input type="checkbox"/> Individual (\$35)	<input type="checkbox"/> Family (\$65)	\$ _____
Additional donation to the <i>Lorraine LaVoie Memorial Scholarship Fund</i>			\$ _____
Additional donation to <i>Public Art in American Canyon</i>			\$ _____
Mail completed application and check payable to:			TOTAL PAYMENT \$ _____

American Canyon Arts Foundation
 101 W. American Canyon Rd. #508-163
 American Canyon, CA 94503

Pay online at www.amcanart.org; Contact us at info@amcanart.org; Call us at (707) 645-8840.

 Member Signature

 Date