

RIVERSIDE ART MARKET Artist Vendor Application

Items to offer for sale:

- **Artists:** original and reproductions of original work;
- **Artisans:** handcrafted work; and
- **Galleries:** original work and reproductions of original work by represented artists

Business Name: _____ Contact Person: _____

Address: _____

Phone #: _____ Email: _____

Describe the sale items: _____

WOULD YOU BE WILLING TO DONATE A PIECE OF WORK OF YOUR CHOOSING TO THE RIVERSIDE ART MUSEUM'S SILENT AUCTION – TAKING PLACE AT THE EVENT? Work in the silent auction will be labeled with artist information – including your booth location for the day. (Please Circle): **YES NO**

*Please attach sample photo(s) of your sale items, title of photographed art work(s)/artisan items for credit line purposes, **and** a link to your website:* _____

I have a City of Riverside Business License #: _____ **OR**
I need a One-Day Temporary City of Riverside Business License to be covered by the Riverside Art Museum (RAM): _____. **(Vendor Initials)**

RAM will provide One-Day Liability Insurance: _____. **(Vendor Initials)**

If your set up includes WALLS, please attach photo or describe walls. **NO CANOPIES OR TENTS ALLOWED INSIDE.**

BOOTH PRICE: RAM Members \$110. Non-RAM Members \$125.

Early-Bird BOOTH PRICE until 12/31/18: RAM Members \$100. Non-RAM Members \$110.

IF YOU SHARE A SPACE, THERE WILL BE AN ADDITIONAL \$25 PER VENDOR:

Name(s): _____

Submit only one application. Place the additional vendors' information (phone, email, website, and photos of work) on a separate sheet.

All participants must sign and submit a Waiver.



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"Downtown Riverside" Artwork by Don O'Neill, AWS



Number of spaces: _____

IF YOU WISH TO REQUEST A SPECIFIC AREA FOR YOUR BOOTH, YOU MUST DO SO BY FRIDAY, MARCH 1, 2019, AND ADD AN ADDITIONAL \$25 TO YOUR PAYMENT. REQUEST FOR A SPECIFIC AREA WILL BE HONORED ON A FIRST-COME FIRST-SERVE BASIS. YOUR CHECK WILL NOT BE CASHED UNTIL WE HONOR YOUR REQUEST. Booth Location Preferred (circle): Inside RAM, Front Lawn RAM, Roof RAM, Main Floor Riverside Municipal Auditorium (RMA), Garden Floor RMA, or outside on Closed off Lemon St.

No preference (no extra cost).

NOTE: This event happens rain or shine – no refunds on booth fees or location reservations.

RAM Members Early Bird (Prior to December 31, 2018)

Booth space only \$100 (+\$25 per additional shared vendor) _____

Preferred Booth space \$ 125 (+\$25 per additional shared vendor) _____

Non-RAM Members Early Bird (Prior to December 31, 2018)

Booth space only \$110 (+\$25 per additional shared vendor) _____

Preferred Booth space \$ 135 (+\$25 per additional shared vendor) _____

RAM Members (As of January 1, 2019)

Booth space only \$110 (+\$25 per additional shared vendor) _____

Preferred Booth space \$ 135 (+\$25 per additional shared vendor) _____

Non-RAM Members (As of January 1, 2019)

Booth space only \$125 (+\$25 per additional shared vendor) _____

Preferred Booth space \$ 150 (+\$25 per additional shared vendor) _____

TOTAL PAYMENT ENCLOSED: \$ _____

Make checks payable to Riverside Art Museum. Write "Art Market vendor fee" in the memo line.

Mail this Application, Signed Waiver(s), photo(s), and any shared vendor information sheets to the Riverside Art Museum, 3425 Mission Inn Ave., Riverside, CA 92501 **OR** go to riversideartmuseum.org/artmarket2019 to submit all required documents and files as PDFs with online payment.

I hereby state that I have read, understand, and agree to follow all rules and procedures. I have read and agree to the indemnification. I understand that the Riverside Art Market is a "rain or shine" market and that I am expected to participate regardless of weather conditions: _____ (Vendor Initials).

DEADLINE FOR RECEIPT OF ALL BOOTH APPLICATIONS AND PAYMENTS: Friday, March 15, 2019. SORRY NO REFUNDS.



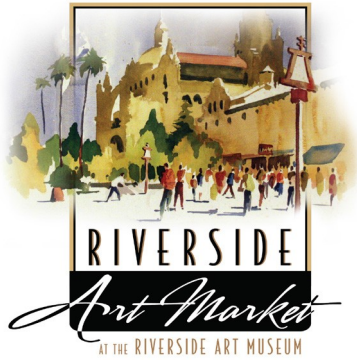
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RIVERSIDE ART MARKET

Rules and Procedures

Please read.

The purpose of the Riverside Art Market is to promote artists and artisans, and provide them with a venue to display, sell, and share their handmade pieces.

This event is designed to:

- Create a positive image of the Riverside Art Museum (RAM);
- Enhance the Riverside Downtown area and community at large;
- Support local artists and craftspeople; and
- Expose adults and children to a wide array of fine art, hand-made crafts, and engaging art education opportunities.

1. **Please read the application thoroughly.** Applications must be filled out in their entirety and signed, or the application will not be accepted. Any and all participants that are represented by employees or family members are responsible for explaining and interpreting these rules and regulations to their employees and/or family members.
2. The Riverside Art Market committee reserves the right to accept new vendors and/or items into the market based on availability of space and type of artwork. This includes the possibility of duplicating similar items in the market. The following are permissible types of items to offer for sale: **Artists:** original and reproductions of original work; **Artisans:** handcrafted work; and **Galleries:** original work and reproductions of original work by represented artists.
3. RAM will provide one-day liability insurance.
4. No canopies or tents exceeding 10 feet by 10 feet allowed. **No canopies or tents will be allowed indoors.** If your booth has solid walls, you will be placed so that your booth does not obstruct the visibility of and access to other booths.
5. RAM will not provide electricity, tables, chairs, or E-Z Ups. No exceptions.
6. All items in the Riverside Art Market must be hand crafted. All work must be original. The general type of item being displayed must be approved by the Riverside Art Market committee. Please attach sample photo(s), title of photographed art work(s)/artisan items for credit line purposes, and a link to your website. If sharing a booth with another artist or artisan vendor, please include the additional vendor's information on a separate sheet. Photos will not be returned. If submitting online, please attach high-resolution (300 dpi) images suitable for marketing purposes.
7. All vendor spaces are assigned by the Riverside Art Market committee for the overall good of the event. **Vendors may request a specific area for an additional \$25. These requests will be honored on a first-come first-serve basis for applications and fees received by Friday, March 1.** The inside spaces include the RAM 1st floor art gallery and the atrium, and the main floor (Music Room) and downstairs (Garden Room) of the Riverside Municipal Auditorium. The outside spaces include RAM's roof (shaded, but not weather proof), RAM's front lawn, and Lemon Street (which will be closed off).
8. The following dates and times are for set up and take down:
 - a. **Set Up: Friday, April 5, 4 p.m. – 6 p.m.,** for spaces **inside** RAM, including RAM's roof. **Saturday, April 6, 7 a.m. – 10 a.m.,** for both inside and outside spaces.
 - b. **Take Down: Saturday, April 6, 5 p.m.** promptly.
9. This event is advertised as "rain or shine" and is treated as such. All participants are expected to participate during inclement weather **and are expected to have the necessary equipment to accommodate weather conditions. Please use sand bags or nylon straps to secure your E-Z Ups.**



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10. Participants shall be ready to show and sell their work by 10 a.m. on Saturday, April 6. Please arrive early enough for you to unload and set up. Loading zones will be available.
11. Vendor parking will be in Lot 27 across the street from the Riverside Municipal Auditorium. If this lot is full or under construction, vendors may use any City of Riverside parking areas.
12. All vendors must remain in operation from 10 a.m. to 5 p.m. and cannot tear down until the conclusion of the event.
13. Each vendor is responsible for space clean up.
14. Tables should be covered by a cloth. All products should be marked properly for sale and prices should be clearly posted.
15. Vendors shall not sell merchandise of an adult nature, alcohol or drug paraphernalia, nor any merchandise that may imply, suggest, or support this type of activity.
16. Vendors shall not sell sharp objects, such as knives, nor shall they engage in any activity that results in the creation of a sharp object, such as cut glass work.
17. Participants shall be responsible for the behavior of their children. For safety reasons, all children under 13 years of age must be confined to the participant's space or have parental supervision while browsing the market.
18. The Riverside Art Market committee reserves the right to ask any participant at any given time, for any reason, to leave the event.
19. There is no smoking inside RAM, the Riverside Municipal Auditorium, or within 20 feet of the entrance to RAM, the Riverside Municipal Auditorium, or any vendor space.

RIVERSIDE ART MARKET does NOT in any way guarantee sales or customer buying performance.

The undersigned agrees to abide by the official rules and regulations of the Riverside Art Market. Vendor agrees to indemnify, defend, and hold harmless the Riverside Art Museum (RAM), the Art Alliance of the Riverside Art Museum, the Riverside Municipal Auditorium, and the City of Riverside, from and against any and all loss, damage, claim for damage, liability, expense or cost, including attorney fees, which arises out of, or is related to, or is in any manner connected with Vendor's participation in the Riverside Art Market. This indemnification provision shall apply to any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of Vendor, Vendor's employees, or Vendor's family members.



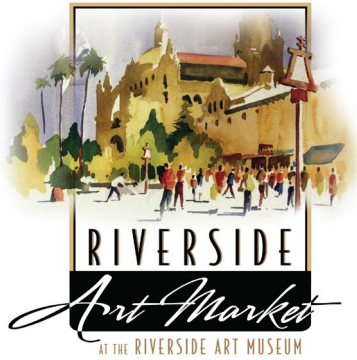
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Riverside Art Market Waiver

This waiver must be signed and returned with the application.

As a participant in the Riverside Art Market, I hereby waive any and all claims for damages that I may have against the Riverside Art Museum, the Art Alliance of the Riverside Art Museum, the Riverside Municipal Auditorium, and the City of Riverside, their authorized representatives or assigns, and hold each and every one of them harmless for any and all injuries incurred in connection with the afore-mentioned event.

Neither the Riverside Art Museum, the Art Alliance of the Riverside Art Museum, the Riverside Municipal Auditorium, nor the City of Riverside are responsible for equipment, materials, displays, loss of income, bodily injury, or loss of life caused by fire, rain, windstorms, earthquakes, inclement weather, or other acts of God.

Because the Riverside Art Museum and the Art Alliance of the Riverside Art Museum expends substantial sums of money in preparation for the Riverside Art Market, refunds of booth space fees will not be made if the event is cancelled in whole or in part by such acts of God.

I hereby give free use of my name, my image, as well as photos and video of my work, in any broadcast, telecast, or print media for this event.

I acknowledge that I have read the above and do fully understand the restrictions and do hereby agree to abide by those rules that have been established by the Riverside Art Museum and the Art Alliance of the Riverside Art Museum.

I also acknowledge that I have read the event's Rules and Procedures, and this Waiver, and understand that if I am found in violation of any policies, rules, or regulations made by the Riverside Art Museum and the Art Alliance of the Riverside Art Museum, my booth may be immediately closed down without refund and I will no longer be invited to participate in any future Riverside Art Museum and Art Alliance of the Riverside Art Museum events.

NAME: (PLEASE PRINT) _____

DATE: _____

SIGNATURE: _____

(Each artist/artisan in the booth must submit a waiver form. Thank you.)



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