



THE BEAD SOCIETY of LOS ANGELES VENDOR APPLICATION
Veteran's Memorial Auditorium, Culver City, CA - Sunday, April 25, 2010
Application Deadline: April 6, 2010

Applications will be considered on a first-come, first-served basis. Incomplete applications will be returned. A returned application will be considered as received on the date the corrected/completed application is postmarked. Please visit our web site www.beadsocietyla.org for more information.

You may fill in this form on your computer and print to submit with a check. If you fill out by hand, please print LEGIBLY.

Vendor/Business Name _____

Contact Person _____

Phone# _____ FAX# _____

E-mail Address _____

Mailing Address _____

I have a valid California Resale Permit and my license # is _____

I have a valid Business License and my license # is _____

_____ I am a member of the Bead Society of Los Angeles. (Membership is required to participate in the bazaar.)

_____ I am not a member and I have enclosed a check for \$40 payable to The Bead Society and allocated to "Membership" in the memo line. Our membership year is September 1, 2009 to August 31, 2010.

Type of Bead/Beadwork at my booth is _____

This contract is made between the Bead Society of Los Angeles, a non-profit organization of volunteers, mailing address P.O. Box 241874 Los Angeles, CA 90024-9674, herein described as the "Event Producer" and the person/company **Bead Society Member** who has completed and signed the application, hereinafter described as the "Vendor". In consideration of the payment for table charges and faithful performance by the Vendor of the conditions of this contract, the Event Producer will accept the contract application and payment to be a Vendor at the bazaar dated above.

The bazaar venue location is the **Veteran's Memorial Auditorium, 4117 Overland Avenue, Culver City, California 90230**. The show is open to the public from 10:00 a.m. to 4:00 p.m. The venue is open to the vendors from 7 a.m. to 7 p.m.

Completing and sending in your payment per this application does not guarantee a space. If more requests are received than space available, the Event Producer reserves the right to determine who will be in the show and how many tables a vendor will receive. No guarantee will be made or should be expected that past vendors will be assigned a table or receive the same location occupied at any of the past bazaars. The Bead Society will use your e-mail address for all communications. Every effort will be made to accommodate your request. You will be notified upon our receipt of your application and upon your confirmation of your vendor status in the bazaar.



VENDOR NAME: _____

Participation Rules

1. Any booth not occupied by 8:30 a.m. may be considered abandoned for the day. The Event Producer has the right to fill said booth with a vendor on its waiting list. No refunds of any type will be issued to a vendor who has abandoned the booth.
2. Set up must be completed and booths ready to open by 10 a.m.
3. Booths cannot be closed prior to the posted closing time. If a vendor is still conducting business, the booth may remain open past the posted closing time as long as the vendor is out by 7 p.m., venue closing time.
4. If you are sending out any coupons for your clients, please note the show hours and include that admittance is \$5 at the door. Parking is free at this venue.
5. 60% of items to be sold must be beads or items incorporating beads.
6. Elephant ivory or any contraband materials cannot be brought into or sold at the bazaar. Also, each vendor must not misrepresent the age, origin or authenticity of the products that they sell.
7. Each vendor must hold a valid Seller's Permit issued by the State of California available for inspection and is responsible for the collection and payment of CA sales tax. You must supply the seller's permit # or you cannot have a space. If you currently do not have a permit, call the CA. State Board of Equalization for a permit at (310) 342-1000.
8. Security at your space is your responsibility.
9. Booths and/or applications cannot be assigned or transferred to other vendors.
10. No refunds will be given for cancellations or no-shows. If a vendor vacates the booth early or is a no-show, their invitation to return will be at the discretion of The Bead Society Bazaar Committee.
11. Vendors must be appropriately dressed, remain courteous and act in a professional manner during the show hours. NO bare feet.
12. Please move your vehicle after unloading to allow other vendors to unload.

Event Producer Responsibility

The Bead Society of Los Angeles appreciates your support and commitment to our charter. The volunteers work hard to deliver an exciting Bead Bazaar by coordinating all the details so your day is as profitable as it can be. If you have any suggestions or comments for us after this bazaar, please e-mail us bazaar@beadsocietyla.org.

The Event Producer will send a confirmation to the prospective vendor that the application was received. Upon assigning tables, the Event Producer will notify via e-mail a prospective vendor if the vendor has been assigned a table(s), or is on the waiting list. If a vendor requests more than one table, and only one is assigned, an e-mail letter will be sent with the confirmation. A printed notification will be mailed if no e-mail address is provided.



VENDOR NAME: _____

Vendors can apply for a single table or a two-table booth. Vendors can also share a table, or more than one table. Vendors can request up to 6 tables. Each table is 8 foot. Pricing is according to location. No extra tables can be requested on the day of the bazaar unless it is our mistake. Please do not take tables or chairs from other locations.

Tables and chairs are included in your booth fees. Single tables are only available in the Main Room floor. Pricing is outlined below.

- Auditorium Main Floor: \$135 for one 8’ table and one chair (\$270 per booth of two 8’ tables and two chairs).
- Auditorium Stage: \$270 per booth of two 8’ tables and two chairs.
- Rotunda Room: \$320 per booth of two 8’ tables and two chairs.
- Garden Room: \$320 per booth of two 8’ tables and two chairs.
- Outside Exterior Patio: \$270 per booth of two 8’ tables and two chairs.

Office Use: Check # & Date Payment Was Received

of **Tables** requested _____ x _____ (cost per table) = \$ _____

Total of Check enclosed..... \$ _____

If your check returns for non-payment the bank fee will be added to your booth payment. If the check returns a second time the check is voided and both bank fees are required along with the booth payment in the form of cash or a cashier’s check payable to The Bead Society. Final payment is required in full prior to April 25, 2010.

1st choice room location: _____

2nd choice of room location (different from 1st choice) _____

Special Requests: _____

(Special requests will be considered and we will attempt to fulfill them on a case-by-case basis. No guarantees are given.)

Check list of items to be included with the application.

Missing any of the items below will delay your application processing.

1. Signed, completed Application.
2. Check payable to: THE BEAD SOCIETY for booth fees.
3. If new member, separate check payable to THE BEAD SOCIETY for \$40 – membership in the memo line.
4. If you do not have e-mail please add a stamped, self-addressed, letter sized envelope.

PLEASE MAIL TO:
Rhoda Lurie 833-17th Street #7 Santa Monica CA 90403

I, _____, the vendor, have read this contract completely. I agree to abide by the terms of this contract and all rules and regulations. I understand that failure to follow all rules, regulations, policies, and terms of this contract will result in exclusion from future Bead Society bazaars. I agree to the above terms and conditions and will hold harmless The Bead Society of Los Angeles or any individual therein responsible in case of loss or damage to all or part of the exhibit or person.

 SIGNATURE OF VENDOR

 Date