



San Diego Bead Society
18th Annual Bead Bazaar
 Saturday and Sunday
 August 5-6, 2017
 (with set-up on Friday, August 4, 2017)

**This year marks the San Diego Bead Society's 18th annual Bead Bazaar,
 and we welcome your participation!**

What we offer:

- Prime location: Scottish Rite Event Center in Mission Valley in the center of San Diego and visible from Interstate 8 – Free Parking
- Consistent timing: The Bazaar is always on the first weekend in August
- Flat fee structure: No percentage due on sales
- Advertising: Details of the event will be posted on the Scottish Rite marquee for one week prior to August 5th. A 30-foot banner is hung along the frontage road
- Print ads in the *San Diego Union-Tribune* and *Military Times*
- Handout postcards supplied to vendors, as well as sent to our large mailing list, which has over 1,600 contacts
- Event posted on internet event sites
- Consistent reminders on the Society's website and Facebook pages
- Vendor profiles and photos on the Society's website and Facebook page
- Flyers and discount coupons emailed to vendors for print or email to their customers

Please print, complete, and mail the Application and Terms and Conditions on pages 3 and 4 of this document with your check to the address shown below. Checks should be made out to "San Diego Bead Society." Once we receive your application and check, we will confirm receipt via email and notify you that your payment has been received and a table has been reserved for you.

Mail your completed two-page application and check to:

Kate Parsons, Bead Bazaar Coordinator
 1113 Bangor Street
 San Diego, CA 92106

All tables will be assigned on a first-come, first-served basis, so please don't delay in getting in your application in, especially if you are a prior vendor and would like to reserve a specific spot.

Questions? Please email us at sdbeadsociety@gmail.com

San Diego Bead Society's 18th Annual Bead Bazaar

Vendor Information:

1. **Resale Permit:** A California Seller's Permit Number is required. Non-California vendors may obtain a temporary permit by calling 1-800-400-7115, or online at www.boe.ca.gov (search for "seller's permit" and follow the links).
2. **Location:** **Scottish Rite Events Center, 1895 Camino Del Rio South, San Diego, CA 92108**
Scottish Rite faces Interstate 8, in the middle of Mission Valley. There is free, handicapped-accessible parking. We have reserved the Corinthian Room (the largest central room), the Ionic/Doric Rooms, and the Square and Compass Room.
3. **Set-Up Time:** Friday, August 4, 2017, from 2:00 P.M. to 9 P.M. is open to vendors for setting up their booths.
4. **Show Times:** Vendor check-in will begin at 8:00 A.M. on Saturday, August 5. The Bazaar will be open to the public on Saturday from 10:00 A.M. to 6:00 P.M. and on Sunday, August 8, from 10:00 A.M. until 5:00 P.M. Clean-up and checkout must be completed by 9:00 P.M. on Sunday evening.
5. **Check-In:** Vendor packets will be given to you at check-in on the first day of the show. They will include a tax sheet, nametag, and location of vendor booth.
6. **Volunteers:** Many members of the Bead Society volunteer their time to make this a successful event. These volunteers are available to help you in the event you need to take a break or require other assistance.
7. **Advertising:** Vendors will be emailed a show flyer (which contains an admission coupon), which can be emailed to each vendor's customers. We will also supply promotional postcards to share with your customers. As in 2015 and 2016, we will also be running four ads in the *San Diego Union-Tribune* (the county's major newspaper), sending out press releases to over 70 media outlets, and distributing roughly 2,500 full-color postcards.
8. **Shared Tables:** When a table is shared by more than one vendor, each must fill out and sign a separate application including the name of the vendor they wish to share with. A maximum of two (2) vendors may share a table.
9. **Electricity:** Electrical drops and outlets are provided by the SREC, and there are no extra fees for electricity. Vendors will need to bring long extension cords and provide their own lighting.



1113 Bangor Street
 San Diego, CA 92106
www.sdbeadsociety.org
sdbeadsociety@gmail.com

San Diego Bead Society - 18th Annual Bead Bazaar Exhibitor Contract
 (Please fill out all information completely)

Name:	Company Name:
Phone (Business or Home):	Cell Phone:
Mailing Address: (Please include street address, city, state and zip code)	
Email:	Fax:
California Resale Number:	
If you are sharing your booth, name of person or company you are sharing with:	
<input type="checkbox"/> Returning vendor <input type="checkbox"/> New vendor	

Please check all that apply:

- | | | |
|--|---|---|
| <input type="checkbox"/> Finished beadwork | <input type="checkbox"/> Fused glass | <input type="checkbox"/> European beads |
| <input type="checkbox"/> Lampwork beads | <input type="checkbox"/> Trade beads | <input type="checkbox"/> Steampunk |
| <input type="checkbox"/> Ethnic beads | <input type="checkbox"/> Basic supplies | <input type="checkbox"/> Asian beads |
| <input type="checkbox"/> Polymer beads | <input type="checkbox"/> Vintage beads | <input type="checkbox"/> Seed beads |
| <input type="checkbox"/> Ancient beads | <input type="checkbox"/> Semi-precious | <input type="checkbox"/> Crystals |
| <input type="checkbox"/> Chain/wire | <input type="checkbox"/> Silver | <input type="checkbox"/> Findings |
| <input type="checkbox"/> Tools | <input type="checkbox"/> Pearls | <input type="checkbox"/> Kits and Patterns |
| <input type="checkbox"/> Buttons | <input type="checkbox"/> Cording & Fibers | <input type="checkbox"/> Wearable Art |
| <input type="checkbox"/> Shells/coral | <input type="checkbox"/> Jewelry | <input type="checkbox"/> Other bead related items |

Will you be demonstrating products or techniques during the show? (circle one) **Yes / No**

Table Fees:

All tables will be set up and have white butcher paper on top. **All tables must be draped to the floor.** You must provide your own appropriate table skirts to cover under-stock and boxes. No table skirts will be available for purchase.

The starting cost for a table at our event is \$325, which covers the cost of one 8' table. Each booth space is 10' long and 7' deep. Tables are available in two sizes: 8' and 6'.

Tables Requested:

One 8' table: \$325 Two 8' tables: \$650 Three 8' tables: \$975 Four 8' tables: \$1,300

Additional Tables Requested:

One 6' x 30" side table \$150 One 6' x 30" side table to be used for demonstrations (Free to approved vendors. Please note in the space below what you will be demoing, and we will let you know when we send you a confirmation email if your free table has been approved.)

Do you want to be on standby if we are unable to assign you a table? **Yes / No** (If you choose to be on standby we will retain your check until four weeks prior to the event. If you are not a participant, we will return your check.)

Please return this form, along with a **15% non-refundable deposit**, as soon as possible to participate in our Bead Bazaar. Your space will not be reserved until your deposit is received. If you are a returning vendor and would like to reserve your booth location from last year, please let us know when you send in your application and check; full payment by May 1 will ensure your location from last year. Your resale number, signed contract, and check are required to process your application. Upon acceptance, all fees are non-refundable. Unless you are on standby, all checks will be deposited upon receipt.

Terms and Conditions

- Space is limited this year, but sending in a 15% non-refundable deposit now guarantees your participation, and full payment by May 1 guarantees your booth location. Tables will be assigned on a first-come, first-served basis after May 1, according to date of receipt of application and payment of deposit.
- If requested, we will do our best to give you the same location, but we cannot guarantee that the exact space will be available. SDBS reserves the right to change the layout of tables due to changing demand for show space and Fire Marshal requirements.
- Selling space may not exceed the area occupied by the rented tables(s). Vertical displays are permitted. No displays can interfere with another vendor's space. No additional tables may be used with the exception of a small table for your calculators, paperwork, and cashboxes.
- By signing this, you agree that you will not hold San Diego Bead Society, its members, the Scottish Rite, or its employees, responsible in case of loss or damage to all or part of your exhibit, your merchandise, or your person. You accept sole responsibility for safeguarding my own goods.
- Signing below means that you have read the SDBS Vendor Information and agree to abide by the Terms and Conditions as stated.

Payment: I have enclosed \$ _____. Checks should be made out to San Diego Bead Society.

Vendor Signature: _____ Date: _____, 2017

If you would like to become a member of the San Diego Bead Society, please include a separate check to the SDBS in the amount of \$25.00

Please sign and return pages 3 and 4 of this contract with your payment to:

Kate Parsons, Bead Bazaar Coordinator
1113 Bangor Street
San Diego, CA 92016

SDBS Use Only:

Postmark Date: _____ Check #: _____ Check Amount: _____

Amount Still Due: _____