

Midway Swiss Days

2009

"The West's Premier Craft, Food, & Community Fair"

APPLICATION DEADLINE

January 31, 2009

NOTIFICATION

March 15, 2009

SWISS DAYS EVENT

September 4-5, 2009



2009 VENDOR APPLICATION



| | | | |
|------------------------------|--|----------------|-----|
| Owner/Proprietor Last Name | | First Name | |
| | | | |
| Business Name | | | |
| | | | |
| Address | | | |
| | | | |
| City | | State | Zip |
| | | | |
| Home Phone | | Business Phone | |
| | | | |
| E-Mail Address | | | |
| | | | |
| Partner Name (if applicable) | | | |
| | | | |

More than one person can share a booth space, but only the applicant may check in with a Photo ID. If you are sharing a booth space, please do not submit two applications.

Set Up Day Preference:

- Wednesday AM / PM
 Thursday AM / PM
 No preference
 (please circle your time preference)

I would like to pay additional \$100 for a possible Corner Booth:

- Yes No

Please Check Category:

- | | |
|---|--|
| <input type="checkbox"/> Bath & Body | <input type="checkbox"/> Home Décor - Baby |
| <input type="checkbox"/> Ceramics/Porcelain | <input type="checkbox"/> Home Décor - Dolls |
| <input type="checkbox"/> Fine Art | <input type="checkbox"/> Home Décor - Embroidery |
| <input type="checkbox"/> Functional Pottery | <input type="checkbox"/> Home Décor - Floral |
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Home Décor - Fragrance |
| <input type="checkbox"/> Leather | <input type="checkbox"/> Home Décor - Furniture |
| <input type="checkbox"/> Music | <input type="checkbox"/> Home Décor - Holiday |
| <input type="checkbox"/> Textile Useables | <input type="checkbox"/> Home Décor - Metal |
| <input type="checkbox"/> Textile Wearables | <input type="checkbox"/> Home Décor - Signs |
| <input type="checkbox"/> Toys | <input type="checkbox"/> Home Décor - Stained Glass |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Home Décor - Tole/Wood Painting |
| | <input type="checkbox"/> Home Décor - Wood Carvings |
| | <input type="checkbox"/> Home Décor - Woodcraft |

Please provide a specific explanation of how your work is produced. If any part of your process is done by someone other than yourself, please describe. Descriptions will be used by the jury in scoring your products, so please provide a statement: (You may add an additional page, if necessary.)

Price Range of Products: \$ _____

RULES & REGULATIONS

I understand that the merchandise offered for sale in each booth must be hand-made or hand-finished by the applicant or under the direction and control of the applicant. If the merchandise is not hand-made in this manner, it must have been improved, enhanced or reworked by the applicant or under the direction and control of the applicant in such a way as to add a homemade touch. Merchandise imported from outside the United States must be handmade, and if not hand-made by the applicant must contain the "Foreign Made" tag, and be improved, enhanced, or reworked as with any other merchandise.

I agree to sell only that merchandise which is shown in the photographs that are part of this application. I understand that submitting an application does not guarantee me space in Midway Swiss Days.

All merchandise sold must have been represented in the photographs submitted to the jury. All products must be approved by the jury selected by the Swiss Days committee. Midway Swiss Days reserves the right to disallow any item that is not in keeping with the standards of Midway Swiss Days. If during the year, you add or change any products, you will need to submit new photos by July 1st to be approved by the committee.

A booth space is an uncovered 10' deep x 15' wide space on the grass. Electricity is not available. Vendors are required to provide their own booth structure, tarps, tables, chairs, etc. *The committee strongly encourages vendors to add to the "Swiss" theme by decorating booths in a Bavarian or Swiss motif.* Displays must be confined to the booth space, and not encroach on the walkways or the spaces to the side or rear of the booth. Booth spaces are assigned randomly. Assignments must be adhered to and are not transferable. All sales must take place from your assigned booth and not from vehicles, trailers or campers. No roving sales are permitted.

Each vendor will be assigned a set-up time that must be honored. Vendors are required to be in their booths from 8:00 am to 8:00 pm Friday and Saturday. Vendors who sellout their products must remain in their booths for the duration of Midway Swiss Days.

Vendors are to comply with the Utah State Tax regulations. The Tax Commission will provide tax packets for each vendor at check-in.

Midway Swiss Days is not dependent on weather. Fees will not be refunded in the event of rain or winds. Each vendor is responsible for any damages to or from your booth and/or product.

The use of the words "Swiss Days" or "Midway Swiss Days" requires written permission. These are registered trade names. Midway City ordinance prohibits pets from being on the square. The sale of food items is strictly prohibited.

I have carefully read the above Rules & Regulations and agree to abide by them.

Applicant's Signature / Date

Midway Swiss Days 2009

As the premier craft fair in the West, Midway Swiss Days celebrates distinction with a high-quality and well-attended fair which features juried craft booths of superior handcrafted products, delightful live entertainment, and delicious Swiss foods. Each year we anticipate 70,000 to 80,000 visitors over the two day event.

In an effort to improve the infrastructure and services of our fair, Midway Swiss Days offers its patrons free package storage and pick-up, free parking and shuttle services, extensive restroom facilities, and round-the-clock security.

CALENDAR

January 31

**** Application Deadline ****

February 27

Jurying

March 15

Notifications Mailed

April 15

Booth/Insurance Fees Due

July 1

Cancellation Deadline
for Full Refund

July 15

Booth Assignments and
Set-up Info Mailed

September 2-3

Vendor Check-In/Set-Up

September 4-5

2008 Midway Swiss Days

FEE STRUCTURE:

| | |
|--------|---|
| \$ 25 | Application Fee |
| \$ 650 | Booth Fee |
| \$ 100 | Corner Booth Upgrade (based on availability) |
| \$ 75 | Liability Insurance Rider (unless you have adequate coverage. See Liability Insurance requirements.) |

REFUND SCHEDULE

(for accepted vendors)

| | |
|----------------|-------------|
| Before July 1 | Full Refund |
| July 1-July 31 | 50% Refund |
| After August 1 | No Refund |

APPLICATION CHECKLIST:

Please send the following information. *Do not send product samples.*

Completed Application with signed Rules & Regulations.

6-12 Photographs of Products
Not to exceed 8" x 10", labeled with name/business. Please do not send bulky books, binders or albums. Please note that photos will not be returned.

1 Color Photograph of Booth
displaying your products. (If you cannot include a booth photo, please send a sketch of your booth design and display.)

\$25 Application Fee
Cashier's Check or Money Order payable to: **MIDWAY SWISS DAYS**
This is a non-refundable application fee. Personal checks will not be accepted.

MAIL TO:

MIDWAY SWISS DAYS
Vendor Committee
PO Box 1298
Midway, Utah 84049

Your complete application package **must be postmarked by January 31st, 2009.** Late applications will not be accepted and will be returned unopened.

LIABILITY INSURANCE:

If you are selected as a vendor, Midway Swiss Days requires each vendor to provide a Certificate of Liability Insurance (\$1,000,000 per occurrence/\$2,000,000 aggregate), with Midway Boosters listed as a certificate holder valid September 4-5, 2009. Vendors who cannot provide a Certificate of Liability can be listed as an additional insured party on Midway Swiss Days' Policy for an additional \$75, payable with your booth fee.

OUTSTANDING BOOTH AWARDS:

Twenty vendors will be selected to receive Outstanding Booth Awards. The recipients will be granted acceptance into Midway Swiss Days 2010, provided that their product continues to be consistent with Swiss Days standards. Winners will still be required to send an application for the following year, but the application fee of \$25 will be waived.

JUDGING REQUIREMENTS:

- Well organized and orderly booth and display, designed with a Swiss theme and built to impress.
- Unique, hand-made or hand-decorated products that complement the design of the booth.
- Courteous, knowledgeable staff readily available to assist customers and dressed professionally. (Costumes that fit the Swiss theme will be given added consideration.)

FREQUENTLY ASKED QUESTIONS

HOW WILL MY APPLICATION BE JUDGED:

A panel of judges will review and score each entry using a 0-5 scoring system. Scores are tallied and a cutoff score is determined in each category. Vendors will be juried within their selected categories on the following:

- Photographs of products will be judged on quality, customer appeal, and uniqueness.
- Photographs of booths/displays will be judged on design, layout, and organization; and an extra point will be added for use of a Swiss theme.

WHO IS ELIGIBLE TO APPLY:

All vendors in the included categories may apply. Products must be hand-made or hand-finished by the applicant or under the direction and control of the applicant. If the merchandise is not hand-made in this manner, it must have been improved, enhanced, or re-worked by the applicant or under the direction or control of the applicant in such a way as to add a home-made touch.