



**Moreno Valley Arts Commission
Proudly Presents**

ARTOBER FEST '10

REQUEST FOR EXHIBITORS

Date: Saturday, October 2, 2010

Time: 11:00 a.m. – 5:00 p.m. ONE DAY ONLY

Where: Moreno Valley Conference and Recreation Center
14075 Frederick Street, Moreno Valley

Exhibitor Fee: \$25

Thank you for applying to be part of the Moreno Valley Arts Commission Artober Fest. Booth spaces are available for \$25 per person, with no additional fees being collected for your personal sales. Keep in mind this is a casual event so you may want to consider having some lower priced items for sale in your area such as cards, prints, etc.

EVENT DETAILS

- Each artist will be provided with a 12' x 12'; space with one table and chair.
- Artists are responsible for their own display materials. **NO ART MAY BE HUNG OR TAPED TO ANY WALL.**
- Arrival for set up is 9 a.m. Out of courtesy for other vendors, tear down cannot begin before 5 p.m.
- One artist per application.
- Exhibitor is required to apply for a business license with the City of Moreno Valley at no cost. When submitting the application to the City, the signoff by the Business License Division must be attached.
- When choosing artwork to show, please remember this is a family-oriented event.
- All graphic reproductions of original work must be properly registered, signed, and numbered. The originals must be on display and properly noted. Reproductions **MUST** be displayed apart from originals and clearly identified as such with a sign and must constitute less than one-third of the total display.
- Displays are to be neat and professional at all times. The name of the artist must be clearly visible at all times. All artwork should be clearly labeled with the name of the artist, title of the work medium, and sales information, if applicable.
- Exhibitors should set up within their assigned space.
- Exhibitors are responsible for keeping their areas tidy. Please bring a trash bag to aid in cleanup. Receptacles will be available for trash disposal.
- If Exhibitor is painting on site, a drop cloth must be used to ensure that flooring is not damaged.
- Booth location will be received at check-in.
- Exhibitor may unload vehicle near the cafeteria kitchen. After unloading, vehicle must be moved to the parking area.
- Indoor and outdoor areas will be available. Please provide preference on application.
- The City of Moreno Valley is not responsible for damage to, or loss or theft of artwork.
- Space is limited to 30 artist booths. Payment must be received with application in order to secure any available space.

In the event the booth space is sold out, postmarks will be used to determine eligibility. Final paperwork and assignments will be sent out by e-mail one week prior to event.



ARTOBER FEST '10

EXHIBITOR APPLICATION

Name: _____ Date: _____

Address: _____

Phone Number: _____ E-mail: _____

Date Received in Office: _____ Payment Type: _____

Booth Assignment Number: _____

Type of Artwork: Oils/acrylics Photography Prints Textiles 3-D Sculpture Clay Other

Any giclees or reproductions must be copied from the original work of artist represented in booth.
No dealers please.

Height restrictions: Will you be bringing pre-fab walls? Y _____ N _____ How High? _____
Height limitations exist in a few areas so tall booths will be placed around the perimeter of the room.

Location Preference: _____ Exhibit Hall _____ Patio

Demos: Are you willing to do a public demonstration of your artistic talent? Y _____ N _____

License: Do you have a Moreno Valley Business License? No _____ Yes/Number _____
This is a necessity to comply with city regulations for this event. If not, you must apply for one by contacting 951.413.3060. They are free of charge.

I understand the requirements set forth in participating in Artober Fest '10 and confirm that the above information is accurate, and I will abide by the details set forth.

Signature

Date

Print Name

**Mail or deliver application to:
City of Moreno Valley
Parks and Community Services Department**

Post Office Box 88005
14075 Frederick Street
Moreno Valley, CA 92552-0805
(951) 413-3701



For additional information:
Laurie Phillips
Arts Commissioner
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