



**Soroptimist International  
Of Borrego Springs  
P O Box 1465  
Borrego Springs, CA 92004-1465**

SOROPTIMIST

Best for Women

July 1, 2009

The Soroptimist International of Borrego Springs Arts and Crafts Show will be held during Borrego Days, on Saturday October 24th and Sunday October 25, 2009. There will be a charge of \$65.00 per space, which will go to the Club's scholarship fund. Soroptimist has agreed to keep the fee at \$65.00 for another year, as we are aware that the current economy puts an added strain on our vendors and we really want to have everyone returning to our show.

The Arts and Crafts Show will be located at "The Circle" again this year. A map of the area is attached. We are meeting with the Chamber of Commerce to continue to make changes to improve the show for you. All spaces will accommodate a canopy, but you are not required to have one.

In this mailing you have received an application, a map, and the guidelines for participating vendors. As spaces will be assigned on a first-come basis, we request that you return the items listed below as soon as possible. Please list your first space choice, and we will do everything we can to accommodate your request. All items must be completed on the application.

Please remember that no security or storage will be provided for your products. If you have any questions, please don't hesitate to call. We look forward to hearing from you soon.

Sincerely,

Kerry Hubbert

Arts and Crafts Show, Borrego Days  
(760) 443-8872; (760) 767-5593; (760) 767-4818

Please enclose the items listed below:

- Completed Application
  - Booth Fee
  - Copy of your Seller's Permit
  - Signed Show Guidelines
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# SOROPTIMIST INTERNATIONAL OF BORREGO SPRINGS

P.O. Box 1465  
Borrego Springs, CA 92004

You may not show at this event without a seller's permit. Seller's permits can be obtained at any local Board of Equalization office at no cost to you. To find a Board office near you, call the Information Center at 800-400-7225, or check their website at [www.boe.ca.gov](http://www.boe.ca.gov). Permit applications can also be found online at [www.boe.ca.gov/sutax/sutgprograms.htm](http://www.boe.ca.gov/sutax/sutgprograms.htm). If you obtain a temporary seller's permit, the business address on your temporary permit should be the address of the temporary selling location and the mailing address should be your permanent place of business or residence.

**Verification of a seller's status is required by law. Please complete all four sections of this form. Please print.**

## 1. EVENT INFORMATION

EVENT NAME AND PLACE

Borrego Springs Desert Festival, Borrego Springs, CA 92004

EVENT DATE(S)

TABLE/BOOTH/LOCATION ID#

October 24 and 25

the Circle

Space Location - 1<sup>st</sup>

2<sup>nd</sup>

3<sup>rd</sup>

Choice

## 2. VENDOR/EXHIBITOR INFORMATION

OWNER'S NAME

MAILING ADDRESS (Street number of P.O. Box)

(City, State and zip code)

TELEPHONE NUMBER

( )

E-MAIL ADDRESS:

DRIVER LICENSE NUMBER OR STATE ID NUMBER AND STATE:

TYPE OF BUSINESS, DESCRIPTION OF ITEMS TO BE SOLD OR DISPLAYED:

## 3. STATUS – Check appropriate boxes, and provide requested information

- I hold a valid seller's permit. My number is: S
- No sales of tangible personal property are being made or solicited at this event.
- I am not required to hold a seller's permit because:
- My retail product sales are not subject to tax       my sales are exempt occasional sales
- I sell on behalf of a Section 6015 retailer \_\_\_\_\_

## 4. CERTIFICATION – Partners/additional sellers, complete a separate copy of this form

*The above statements are certified to be correct to the best knowledge and belief of the undersigned*

NAME (typed or printed)

TITLE

SIGNATURE

DATE



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## Arts and Crafts Show Guidelines

1. Soroptimist's Booth for check-in and all other business will be located at "The Circle".
2. Set-up time: 7:00 a.m. – 9:00 a.m. each day  
Check-in time: 7:00 a.m.
3. Show times: 9:00 a.m. – 5:00 p.m. – Saturday  
9:00 a.m. - 3:00 p.m. – Sunday
4. No refunds for inclement weather.
5. Booth spaces are approximately 10 X 10.
6. You must post your Board of Equalization Permit, or it must be available at your booth.
7. More than one vendor is allowed to a booth only if all vendors concerned have their own permits and are registered.
8. Merchandise must be hand-crafted by the vendor.
9. Inspectors will review goods for hand-crafter verification.
10. No night security will be available. ***It is recommended that you do not leave your displays out overnight.*** Soroptimist International of Borrego Springs is not responsible for lost, stolen or damaged items. Each vendor is responsible for his/her areas and their own merchandise.
11. Space changes or relocating your booth require prior approval from a Soroptimist Representative at the Soroptimist booth.
12. Vendors vacating booths prior to the close of the show on Sunday will not receive a refund.
13. Vendors leaving the show for one day must notify a Soroptimist so that your space will not be given away.

**Please print your name and sign below to acknowledge you have read and understand the above guidelines. Please return this with your payment and application.**

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Print Name

Signature

Date