

Book Arts Jam

Terms & Conditions

These Terms & Conditions (T&C) are part of the application process for **Book Arts Jam 2019**.

1. The Book Arts Jam is a volunteer-produced, non-profit activity of the Bay Area Book Artists (BABA). BAJ2019 will be held on **SUNDAY, October 20, 2019 at the Redwood City Community Activities Building (CAB), 1400 Roosevelt Avenue, Redwood, CA. Public hours will be 11am-5pm (set-up will begin at 8:30 am; we will release the room at 6pm).**
2. BABA will be responsible for the overall facility and will provide event signage and promotional materials. All responsibility for individual tables remains with the Exhibitor. Vendors (selling items) and Exhibitors (showing only) are both referenced as "Exhibitors" below.
3. One or two artists may share a table (maximum of two people per table). Each artist must complete an application and T&C. If the participating artists are part of a single business enterprise, only one application is needed. Not-for-profit groups may also request a table through the regular application process.
4. Exhibitor agrees to occupy the exhibit space during the full term of the show (11am-5pm). Exhibitor must have table set up by 10:45am. Tables will be available for set-up starting at 8:30am. Exhibitors may start to break down their tables at 5:00pm and must be off site by 6:00pm. Not following this schedule will affect the consideration of future applications.
5. Exhibitor will exhibit only the products described in the application. **ALL WORK MUST BE BOOK-RELATED AND MADE BY THE ARTIST. ABSOLUTELY NO IMPORTED ITEMS ALLOWED..**
6. Exhibitor will not assign any rights or sublet the space.
7. All Exhibitor property at the Jam is shown at the sole risk of the Exhibitor. BABA and the City of Redwood City assume no responsibility for loss or damage.
8. Exhibitor is responsible for any licenses, permits and taxes associated with the sale of work.
9. A fee of **\$85 per table** is payable with this application. Space is limited, and the fee will be returned to any Applicant who is not assigned a table. There will be a \$25 charge on any check that does not clear.
10. In the event the Redwood City CAB becomes unavailable for whatever reason, BABA and the City of Redwood City will not be responsible for any loss of business, profits, or expenses of any nature incurred by the Exhibitor.
11. I agree to hold BABA and the City of Redwood City, and their agents, harmless from and indemnify them against any liability claim arising from my acts or omissions as a participant in the Book Arts Jam.

FACILITIES:

- We cannot guarantee space for print bins, stands or additional floor furniture. Please make any special requests for space and/or access to electricity on your online registration, and we will do our best to accommodate your needs.
- BABA will provide one table (30"x96") and 2 chairs; please bring a long, dark drape for your table (the BABA tables will be covered with black tablecloths from <https://www.linetablecloth.com/8-ft-fitted-polyester-tablecloth.html>).
- Please note that nothing can be attached to the walls or windows in the Redwood City CAB.

With your signature, you verify that you understand and agree to the outlined Terms and Conditions.

Signature: _____ Name (Printed): _____

email: _____ Date: _____

- Apply online at: <https://www.bayareabookartists.org/book-arts-jam/exhibitors/>
- Return this form with your check to: BABA c/o Pati Bristow | PO Box 3127 | Los Altos, CA 94024
Please make checks payable to: Bay Area Book Artists