



HOLIDAY BOUTIQUE

December 3, 2023 10 a.m. to 4p.m.

**Wildwood Cultural Center, 7645 Little Mountain Road
Mentor, Ohio 44060**

Thank you for your interest in the 2023 Wildwood Holiday Boutique! This event is a **JURIED ARTISAN SHOW**. All applications will be put in front of the Boutique Committee for consideration. The committee is looking for original, handmade seasonal art and fine crafts.

ENTRY REQUIREMENTS

- * Vendors **MUST** submit 4 to 5 current photos of products and at least 1 table display photo(s) electronically to wildwood@cityofmentor.com. Emailed photos must be accompanied with vendor's name and business name in the subject box (if accepted, submitted photos will be used in advertising).
- * After the three pieces of your application have been received (**1-COMPLETED APPLICATION, 2-PHOTOS, AND 3-FEES**) the packet will be presented to the Boutique Committee to be juried.
- * Checks **MUST** be payable to the **City of Mentor**.
- * Vendors will be notified via email of their status in the show after being juried.
- * Failure to meet the above entry requirements will result in your application being rejected.

FEES & LOCATIONS (All fees include a non-refundable \$10 jury fee.)

- * **\$75, 1st Floor, one 30"x 72" table**
- * **\$75, 2nd Floor, one 30"x 72" table**
- * **\$60, Lower Level Craft Room, one 30"x 72" table**
- * **\$50, Third Floor Ballroom Room, one 30"x 72" table**
- * **\$25, Outdoor booth space 14'x14' (vendor must have a tent and table)- Outdoor areas will be back patio along front walkway near the front entrance of the building. These spots are rain or shine and are non refundable.**
- * Vendors must use the stairs to access the second and third floor rooms, as well as the lower level craft room, as there are no elevators in the facility.
- * Vendors are only allowed **ONE TABLE** space and are not permitted to sublet their table space *or bring additional tables*.
- * Tables and chairs are provided for indoor vending space.
- * If vendor is submitting an application with a money order or check- they must accompany **\$10 the jury fee check along with a separate vendor space check (ex. 1st floor you would submit a 1-\$10 jury fee and a 1-\$65 vendor space fee)**

MAILING ADDRESS

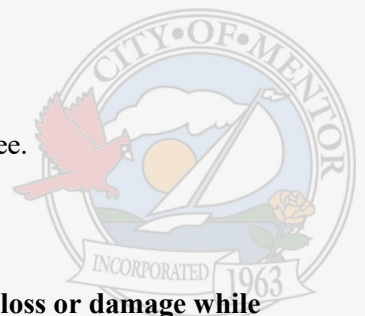
- * All applications must be submitted with photos, a completed application, and fees to be considered!
- * Vendors can send their application to: **Wildwood Holiday Boutique**, The City of Mentor, 8500 Civic Center Blvd., Mentor, Ohio 44060 or by email at wildwood@cityofmentor.com.

CANCELLATION

- * **The Jury FEE IS NON-REFUNDABLE!**
- * **Outdoor spaces are non-refundable, rain or shine!**
- * Notice of cancellation must be received by October 31, 2023 to be refunded less a \$10 admin fee.

SET UP DATES

- * 7-9 a.m. on Friday, December 1 and/or Saturday, December 2, and December 3 prior to show.
- * You will be able to choose your set up day and time slot closer to the show date.
- * **Exhibitors assume responsibility for the safety of their displays and merchandise against loss or damage while on the premises of the Wildwood Cultural Center.**





2023 ARTISAN/CRAFTER APPLICATION

Business Name: _____
 Artist Name: _____
 Phone Number: _____
 Email Address: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____
 Business Website: _____
 Business Facebook Page: _____

List **ALL** arts/mediums you will be selling, please be specific (*items sold that are not listed- will forfeit your return to next year's event*):

SELECT YOUR LOCATION PREFERENCE, NUMBER 1, 2, 3, CHOICE:

<u>First Floor, \$75</u>	<u>Second Floor, \$75</u>	<u>Lower Level, \$60</u>	<u>Third Floor, \$50</u>
___ Oliver Wing	___ Lockwood Room	___ Craft Room	___ Ball Room
___ South Wing	___ Garfield Room		<u>Outdoor Space, \$25</u>
	___ Collacott Room		___ Outdoor Patio
			___ Front Pathway

Application Fees can be made by submitting credit card information on the application or sending a check or money order to the City of Mentor: Holiday Boutique at Wildwood Cultural Center, 8500 Civic Center Blvd., Mentor, Ohio 44060.

Credit Card #: _____ Expiration date (MM/YY): ____ / ____ CVC Code: _____

With the acceptance of this application, I consent to abide by the regulations of this show as stated. I agree to indemnify and hold without reprisal the City of Mentor, Wildwood Cultural Center, and/or the Community Arts Commission harmless for any damage, loss, or injury caused by any other person, fire, theft, water, or accident. The City of Mentor, Wildwood Cultural Center, and/or the Community Arts Commission have the right to direct the release of any space for failure to comply with the rules and the reallocation of space, and to reject any application. I understand that I am responsible for any applicable taxes due to the State of Ohio. This agreement is entered into in accordance with the laws of the state of Ohio.

Signature _____ Date _____

