

Prescott Chamber of Commerce  
**NON-PROFIT SHOW APPLICATION**  
 Territorial Days, JUNE 9-10, 2012

OFFICE USE ONLY

Space # \_\_\_\_\_

Amt Pd. \_\_\_\_\_

Ca/ck/cc \_\_\_\_\_

A.L.Date \_\_\_\_\_

**APPLICATION**

NOTE: You must be a YAVAPAI COUNTY 501c3 Non-profit Organization.

PLEASE PRINT CLEARLY, FILL OUT ALL PERTINENT PAGES AND RETURN TO THE PRESCOTT CHAMBER OF COMMERCE NO LATER THAN ONE MONTH PRIOR TO THE SHOW TO BE INCLUDED IN THE DIRECTORY

Please read Rules & Regulations carefully before completing application.

Name of Non-Profit Organization \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ E-Mail \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**TYPE OF BOOTH:**

<b>HAND-CRAFTED ITEMS</b>	Prescott Chamber Member \$125;	Non-Member \$200
<b>RAFFLE/GAME</b>	Prescott Chamber Member \$125;	Non-Member \$200
<b>INFORMATION ONLY</b>	Prescott Chamber Member \$75;	Non-Member \$175

**LIABILITY STATEMENT**

I (please print your name), \_\_\_\_\_, am authorized to sign for my non-profit organization and have read and agree to abide by the Courthouse Plaza Rules and Regulations. I understand that we will not encroach on another exhibitor's space. In addition, I hereby release and hold harmless **THE PRESCOTT CHAMBER OF COMMERCE** from any and all liability including, but not limited to, theft, personal injury, bodily injury, strike, public enemy, or act of God, and to indemnify it for any damages arising from our conduct at an Arts & Crafts Show. I further understand that I am liable for any charges resulting from damage done to the Courthouse Plaza by my failure to follow the rules and regulations.

SPECIAL NOTE: As the signer on this application on behalf of this non-profit organization, you agree that it is your responsibility to make sure that all volunteers from who will be helping with the booth have been made aware of the show rules and regulations, including specifics about WHERE to park during show hours.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

There are a limited number of spaces for Non-Profits at each show.

Rev. 1/2012

Prescott Chamber of Commerce  
**NON-PROFIT SHOW APPLICATION**  
Faire On The Square, SEPTEMBER 1-3, 2012

OFFICE USE ONLY
Space # _____
Amt Pd. _____
Ca/ck/cc _____
A.L.Date _____

**APPLICATION**

NOTE: You must be a YAVAPAI COUNTY 501c3 Non-profit Organization.

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Please read Rules & Regulations carefully before completing application.

Name of Non-Profit Organization \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ E-Mail \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**TYPE OF BOOTH:**

<b>HAND-CRAFTED ITEMS</b>	Prescott Chamber Member \$215;	Non-Member \$300
<b>RAFFLE/GAME</b>	Prescott Chamber Member \$215;	Non-Member \$300
<b>INFORMATION ONLY</b>	Prescott Chamber Member \$125;	Non-Member \$225

**LIABILITY STATEMENT**

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\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

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Rev. 1/2012

Prescott Chamber of Commerce  
**NON-PROFIT SHOW APPLICATION**  
 FallFest In The Park, OCTOBER 13-14, 2012

OFFICE USE ONLY
Space # _____
Amt Pd. _____
Ca/ck/cc _____
A.L.Date _____

**APPLICATION**

NOTE: You must be a YAVAPAI COUNTY 501c3 Non-profit Organization.

PLEASE PRINT CLEARLY, FILL OUT ALL PERTINENT PAGES AND RETURN TO THE PRESCOTT CHAMBER OF COMMERCE NO LATER THAN ONE MONTH PRIOR TO THE SHOW TO BE INCLUDED IN THE DIRECTORY

Please read Rules & Regulations carefully before completing application.

Name of Non-Profit Organization \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ E-Mail \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**TYPE OF BOOTH:**

<b>HAND-CRAFTED ITEMS</b>	Prescott Chamber Member \$75;	Non-Member \$120
<b>RAFFLE/GAME</b>	Prescott Chamber Member \$75;	Non-Member \$120
<b>INFORMATION ONLY</b>	Prescott Chamber Member \$45;	Non-Member \$70

**LIABILITY STATEMENT**

I (please print your name), \_\_\_\_\_, am authorized to sign for my non-profit organization and have read and agree to abide by the Courthouse Plaza Rules and Regulations. I understand that we will not encroach on another exhibitor's space. In addition, I hereby release and hold harmless **THE PRESCOTT CHAMBER OF COMMERCE** from any and all liability including, but not limited to, theft, personal injury, bodily injury, strike, public enemy, or act of God, and to indemnify it for any damages arising from our conduct at an Arts & Crafts Show. I further understand that I am liable for any charges resulting from damage done to the Courthouse Plaza by my failure to follow the rules and regulations.

SPECIAL NOTE: As the signer on this application on behalf of this non-profit organization, you agree that it is your responsibility to make sure that all volunteers from who will be helping with the booth have been made aware of the show rules and regulations, including specifics about WHERE to park during show hours.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

PLEASE PROVIDE 2 OR 3 SENTENCES ABOUT YOUR ORGANIZATION.

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Please note any special needs your organization has regarding the space to be assigned and we will do our best to accommodate you.

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Attach specific show application(s) to this page and submit with payment.

This application is for:

_____ Territorial Days (June 9-10)	Cost: _____
_____ Faire On The Square (September 1-3)	Cost: _____
_____ FallFest In The Park (October 13-14)	Cost: _____

TOTAL ENCLOSED: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Make Checks payable to: **Prescott Chamber of Commerce**, P. O. Box 1147, Prescott AZ 86302-1147

**OR Credit Card:**

Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Security Code \_\_\_\_\_

**QUESTIONS?** Call Scott or Jill Currey at 445-2000 x112; or e-mail [scott@prescott.org](mailto:scott@prescott.org)

Notification of space assignments will be made, by mail, 2-3 weeks prior to each show.

# COURTHOUSE PLAZA RULES

- ◆ Booth space is 10 x 15 feet (150 square feet) **maximum** 2' x 15' storage space behind booth. You must stay within the marked borders of your space.
- ◆ Booth **must** be placed flush with the curb. (Exception – timeline spaces due to permanent flag poles.)
- ◆ Crates and boxes, all storage, must be raised off ground to allow airflow and minimize damage to grass. **Bring wood or PVC for this purpose.**
- ◆ In case of rain, **ONLY** “breathable” **RV GROUND COVERS** may be used on the grass. This replaces the burlap requirement.
- ◆ Vehicles are not allowed to drive or park on the brick driveways or sidewalks.
- ◆ Use of Plaza picnic tables, benches and trees to assist in your booth set-up is prohibited.
- ◆ Exhibitors are responsible for handling, erecting and removing display materials.
- ◆ No equipment or materials are provided.
- ◆ A portable fire extinguisher is strongly recommended for each booth.
- ◆ If damage is determined by Yavapai County, the exhibitor will be responsible for repair/clean-up cost.
- ◆ Security is provided each night of the event...Exhibitors leave their work at their own risk.
- ◆ **Booth must remain open during show hours.**
- ◆ Exhibitors are prohibited from distributing literature of, or promoting any religious, fraternal, political, or commercial organization. Literature on the artist's/craftsperson's work or gallery is permitted.
- ◆ **No stakes** or displays may be driven into the ground; nothing may be leaning on or affixed to trees. **Bring weights to secure your booth in the event of wind.**
- ◆ **WATER or SODAS** may be sold *only* by Prescott Sister City (Caborca) and/or the Chamber of Commerce.

## Space Assignments

Non-Profit Space assignments are made 2-3 weeks prior to the show. Please attach a note to your application with any special needs your group has in regard to your space.

## Parking

- **Exhibitor parking is not allowed on or around the Courthouse Plaza except to load and unload.**
- Exhibitors shall move their vehicles as soon as unloading and loading is completed.
- Event parking shall be at Mile High Middle School field.
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## Check-in Times

Check-in begins on Fridays, at the Gazebo after 4:00pm. **Set up will not start until 6:00pm or when the Judges leave the Courthouse.**

SHOW TIMES: (2-day show)  
(3-day show)

Saturday 9-5, Sunday 9-4  
Saturday & Sunday 9-5, Monday 9-3

## Questions?

Any questions can be asked by e-mailing Scott or Jill Currey at scott @ prescott.org or by calling 928-445-2000, x 112. Please use email when possible. Prior to mailing your application, make a copy for yourself for future reference.

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Rev. 1/2012