

# Mission Viejo Activities Committee

Established 1967

*An Organization of Volunteers Devoted to the Enhancement of Community Pride*

## 52<sup>ND</sup> ANNUAL MVAC GIFTS & GOODIES BOUTIQUE SATURDAY ~ NOVEMBER 18, 2023

May 1, 2023

Dear Crafter:

Believe it or not, it is time to start thinking about the holidays! Attached is the MVAC 2023 Gifts & Goodies Boutique Application as well as several pages of additional information for you.

**This is a juried show.** What does that mean? A jury of 3-5 judges reviews the photographs you submit and **based on those photographs, and those photographs alone, 86 vendors will be selected for the show. No photos will be accepted electronically.** It is important that your photographs be clear representations of your products. **All applications must be received by 6 PM, June 16, 2023.** The first round of judging is the week of June 19, 2023.

Please read the front and back of all the following pages before completing the application. We ask that you follow the enclosed rules and regulations. Please note the judging deadline. **You are required to submit a photocopy of your Seller's Permit.** Make sure your application is signed and dated on the back of your application. Incomplete applications will not be judged.

❖ The location of the Boutique will be at the Norman P. Murray Community Center.

### POLICIES AND JUDGING PROCEDURE

\*Upon receipt, all submitted photos (**5 photos of your merchandise and 1 photo of you creating your items**) will be submitted to the Boutique Committee for judging and become the property of the Mission Viejo Activities Committee.

**BOOTH FEE IS NOT DUE UNTIL YOU ARE NOTIFIED OF ACCEPTANCE.**

\*All merchandise will be judged on the following criteria:

- A. Quality
- B. Presentation
- C. Creativity
- D. Adherence to Handcrafted Policy
- E. Uniqueness
- F. Overall Appeal to Judges
- G. Balance of Merchandise for Boutique

\*Judging will begin the week of June 19, 2023.

\* All first-round acceptance letters will be sent by June 30, 2023.

# MISSION VIEJO ACTIVITIES COMMITTEE

## ANNUAL GIFTS & GOODIES BOUTIQUE

### TERMS & CONDITIONS OF USE:

The Mission Viejo Activities Committee reserves the right to remove, without refund, any person and/or merchandise not complying with the following regulations:

A. All items must be created by you; no wholesalers or sales reps. **Absolutely no wholesale, manufactured or imported merchandise allowed, no exceptions.**

B. All items must be appropriate to the spirit of a family-oriented sale.

C. MVAC is not responsible for damage to merchandise or cancellation of the Boutique in whole or part due to fire, windstorm, lightning, rain or any other inclement weather. MVAC spends substantial sums in preparation and advertisement of this event and refunds for spaces cannot be made in the event the Boutique is cancelled in whole or in part by such Acts of God.

D. Theft of work: Although this rarely happens, theft does sometimes occur at the events. Mission Viejo Activities Committee and the NP Murray Community Center cannot be held liable by exhibitors for theft that may occur during the event.

E. MVAC reserves the right to change the show layout or space locations if it becomes necessary.

F. MVAC does not provide tables, chairs, electricity, fixtures, or supplies.

H. **Set up for the Boutique will be between 4:00 PM and 9:00 PM on Friday, November 17, 2023.**

I. **Vendors are to remain at the event from 8 AM to 5 PM.** This is important to both the customers and the aesthetics of the event. Vendors not complying with this will be removed from the mailing list and will not be asked to participate again.

J. All applications must be received by 6 PM, June 16, 2023 to be considered for booth space by jury selection. Entries postmarked after the deadline will be held for the second round of judging should there be one.

K. If two crafters wish to share a booth, EACH crafter must submit a completed application and photos for judging.

L. Every effort is made to place crafters in spaces that compliment one another. Our goal is that as your customers are shopping they view each booth "with fresh eyes".

M. MVAC is a non-profit volunteer group and our goal is to run a show that is fun as well as profitable for both crafters and MVAC. As important as the search for artistic talent is, we do not lose sight of the need for artists who are cooperative and easy to work with. Please be kind to our volunteers. Thank you!

N. **FOOD PRODUCTS:** If you are vendor selling a food product (homemade candy, seasonings, jams, etc) please check with the Orange County Health Department to make sure that you are in compliance with the latest rules and regulations (permits). During the past few years these requirements have been a "moving target" and we want your Boutique experience to be a good one.

**GIFTS & GOODIES BOUTIQUE APPLICATION**  
**SATURDAY NOVEMBER 18, 2023**  
**8:00 AM – 5:00 PM**

- ☐ Completed application. (This Page) must be received by 6 PM, June 16th.
- ☐ Self-addressed stamped envelope for your application status notification.
- ☐ **PRODUCT PHOTOGRAPHS:** Five 4x6 photos of your merchandise and one 4x6 photo of your studio/workroom (showing supplies, tools, and a piece in process of being created.)  
**No photos will be accepted electronically.** Upon submission, photographs become the property of MVAC.
- ☐ ATTACH COPY OF SELLER'S PERMIT\* If you have questions regarding this license. Please CALL STATE BOARD OF EQUALIZATION AT (949) 440-3473.
- \*Temporary license: There is minimal or no charge to get a temporary CA resale license number, available 90 days before the event.

**DO NOT SEND BOOTH PAYMENT UNTIL YOU ARE NOTIFIED OF ACCEPTANCE.**

**IMPORTANT: INCOMPLETE APPLICATIONS WILL BE RETURNED AND WILL NOT BE JUDGED.**

(PLEASE PRINT CLEARLY)

NAME \_\_\_\_\_ BUSINESS NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_ CELL PHONE \_\_\_\_\_

PHONE \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**CHOOSE THE CATEGORIES THAT BEST DESCRIBE YOUR MERCHANDISE AND FILL IN WHAT PERCENTAGE OF THE TOTAL BOOTH THAT ITEM FILLS.**

CATEGORY	%
ARTWORK	
CERAMICS	
CLOTHING	
FLORAL	
JEWELRY	
HOME DECOR	

CATEGORY	%
TOLE PAINTING	
HOLIDAY	
STATIONARY/PAPER GOODS	
CHILDREN/BABY ITEMS	
PACKAGED FOOD	
OTHER (Specify)	

- ☐ I was in the Boutique last year and (if possible) would like the same booth location.

**OR**

**I would like placement (if available) in the following room:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Gallery Area (Hallway)      | <input type="checkbox"/> Sycamore Room   | <input type="checkbox"/> Space available |
| <input type="checkbox"/> Jacaranda Room              | <input type="checkbox"/> Palo Verde Room |  |
| <input type="checkbox"/> Oso Lounge ( 2 spaces only) | <input type="checkbox"/> Juniper Room    |  |
| <input type="checkbox"/> Lavender Room               | <input type="checkbox"/> Hibiscus Room   |  |

Vendor Map enclosed and available on our website **[www.mvactivities.com](http://www.mvactivities.com)**

## ACTS OF NATURE

The MVAC is not responsible for Acts of Nature, such as fire, rain, wind, thunder, lighting, earthquake, or other inclement weather. No refunds in the event the Boutique is canceled (in whole or part) by such acts of Nature.

## HOLD HARMLESS

I hereby release, discharge and agree not to sue the Mission Viejo Activities Committee or the City of Mission Viejo for any injury, death or damage to or loss of personal property arising out of, or in connection with, my participation in the **MVAC Gifts and Goodies Boutique, November 17-18, 2023** from whatever cause, including the active or passive negligence of the Mission Viejo Activities Committee, the City of Mission Viejo or any other participant in the **MVAC Gifts and Goodies Boutique**. The parties to this agreement understand that this document is not intended to release any party from any act or omission of "gross negligence" as that term is used in applicable case law and /or statutory provision. In consideration for being permitted to participate in the event, I hereby agree, for myself, my heirs, administrators, executors and assigns, that I shall indemnify and hold harmless the Mission Viejo Activities Committee and the City of Mission Viejo from any and all claims, demands, actions or suits arising out of or in connection with my participation in the **MVAC Gifts & Goodies Boutique**. .

I have carefully read this release, hold harmless and agreement not to sue and fully understand its contents. I am aware that it is a full release of all liability and sign it on my own free will.

**NOTE:** The Mission Viejo Activities Committee reserves the right to remove, without refund, any person and/or merchandise not complying with the Terms and Condition of Use (see above). All items must be handcrafted, no wholesalers or sales reps. **absolutely no wholesale, manufactured or imported merchandise allowed. (See Terms of Condition and Use).**

**SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

☐

Check here if you wish your name and address given to other Boutiques.

**Submit to:**

**Mission Viejo Activities Committee  
Gifts & Goodies Boutique  
24932 Veterans Way  
Mission Viejo, CA 92692**

# BOOTH DESCRIPTIONS AND SPACE ALLOCATIONS

MVAC does not provide tables or chairs

**BOOTH SIZES: Venue map is available on our website [www.mvactivities.com](http://www.mvactivities.com)**

Gallery Area (Hallway)	6 x 12 / Booths 0 & 1 are 8X8
Sycamore Room	8 x 8 / Booths 15,16,A & B are 8 x 7
Jacaranda Room	8 x 8
Palo Verde Room	8 x 8
Oso Lounge	8 x 8 (2 spaces only)
Juniper Room	8 x 8
Lavender Room	8 x 8
Hibiscus Room	8 x 8

No canopies are permitted; displays and/or fixtures may not exceed the booth measurement in any way.

## BOOTH FEE

All Booths are \$150\* **and** one item from your product line\*\* (min \$10 value)

\*Booth fee is payable upon notification of acceptance into the show, not prior

\*\*The vendor products are assembled in gift baskets for the Opportunity Drawing, the proceeds of which go to fund MVAC community activities such as Santa's Workshop, Outreach Programs, and Scholarships.

## Cancellation Policy

\*\*\* CANCELLATIONS MUST BE RECEIVED IN WRITING \*\*\*

Cancellations before October 1

\$25.00 Fee

Cancellations October 2, 2023 & after

NO REFUND

**Cancellation notice must be submitted in writing before any refund will be issued. This policy is strictly adhered to.**

If you choose not to submit an application this year, but wish to remain on the mailing list, you must send a self-addressed, stamped envelope to:

Mission Viejo Activities Committee  
Gifts & Goodies Boutique  
24932 Veterans Way  
Mission Viejo, CA 92692