



# Mission Viejo Activities Committee

Established 1967

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

*Presents*

## *Springtime in Paris Boutique*

**Saturday, April 5<sup>th</sup>, 2025**

**Norman P. Murray Community Center  
24932 Veterans Way, Mission Viejo, CA 92692**

December 31<sup>st</sup>, 2024

Dear Crafter:

Happy New Year! Mission Viejo Activities Committee is hosting the 3<sup>rd</sup> annual Spring Boutique! This event is for hand crafted items only. The Spring Boutique showcases specialty items for Home Decor, Mother's Day, Father's Day, Graduates, Wedding Season and Summer. And this year the show is *before* Easter!

**This is a juried show.** What does that mean?

A jury reviews the **photographs** you submit and based on those **photographs**, and those **photographs** alone, 80 vendors will be selected for the show. It is **important** that your **photographs** be clear representations of your products.

**All applications must be received by 6 PM, February 14<sup>th</sup>, 2025.**

We ask that you follow the enclosed rules and regulations. **You are required to submit a photocopy of your Seller's Permit.** Make sure your application is signed and dated. Incomplete applications will not be judged.

### ❖ POLICIES AND JUDGING PROCEDURE ❖

**Please submit: 5 photos of your merchandise and 1 photo of YOU creating YOUR item in YOUR workspace.** *The Spring Boutique Committee will judge the week of February 17<sup>th</sup>.* All mailed in photographs 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 (e.g. limits on certain categories)

**Acceptance EMAILS** will be sent the week of **February 24<sup>th</sup>, 2025.**

# Mission Viejo Activities Committee

## SPRINGTIME IN PARIS BOUTIQUE – April 5<sup>th</sup>, 2025

### 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, April 4, 2025.**
- N. **Vendors are to remain at the event from 8 AM to 4 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, February 14<sup>th</sup>**, 2025, 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 complement 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 ([ochealthinfo.com](http://ochealthinfo.com)) to make sure that you are in compliance with the latest rules and regulations (**permits**). During the past few years these requirements have become strictly enforced and we want your Boutique experience to be a good one.

# SPRINGTIME IN PARIS BOUTIQUE APPLICATION

SATURDAY, APRIL 5<sup>TH</sup>, 2025

8:00 AM – 4:00 PM



- Completed application. (This Page) must be received by 6 PM, February 14<sup>th</sup>
- Self-addressed stamped envelope for your application status notification. (*If you want a mailed Acceptance Letter in addition to email.*)
- 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.)  
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 Spring Boutique last year. I prefer space \_\_\_\_\_ (if possible).

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

- Gallery Area (Hallway)
- Jacaranda Room
- Oso Lounge
- Lavender Room
- Sycamore Room
- Palo Verde Room
- Juniper Room
- Hibiscus Room
- Space available

### ACTS OF NATURE

The MVAC is not responsible for Acts of Nature, such as fire, rain, wind, thunder, lightning, 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 Springtime in Paris Boutique, April 4-5, 2025** 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 Springtime in Paris 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 Springtime in Paris 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 of 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** \_\_\_\_\_

**Submit to:**

**mvac@cityofmissionviejo.org**

**or**

**Mission Viejo Activities Committee  
Springtime in Paris Boutique  
24932 Veterans Way  
Mission Viejo, CA 92692**

**BOOTH DESCRIPTIONS AND SPACE ALLOCATION  
VENDOR IS RESPONSIBLE FOR TABLES AND CHAIRS**

**MVAC does not provide tables or chairs.**

**BOOTH SIZES:**

|                               |               |   |
|-------------------------------|---------------|---|
| <b>Gallery Area (Hallway)</b> | <b>6 x 12</b> |   |
| <b>Sycamore Room</b>          | <b>8 x 8</b>  | <b>Booths 15, 16 and A, B are 8 x 7</b> |
| <b>Jacaranda Room</b>         | <b>8 x 8</b>  |   |
| <b>Palo Verde Room</b>        | <b>8 x 8</b>  |   |
| <b>Hibiscus Room</b>          | <b>8 x 8</b>  |   |
| <b>Oso Lounge</b>             | <b>8 x 8</b>  | <b>(2 spaces only)</b>                  |
| <b>Juniper Room</b>           | <b>8 x 8</b>  |   |
| <b>Lavender Room</b>          | <b>8 x 8</b>  |   |

**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, Dia de los Muertos Festival and Scholarships.

**Cancellation Policy**

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

**Cancellations March 3<sup>rd</sup> thru March 22<sup>nd</sup> 2025**

**\$25.00 Fee**

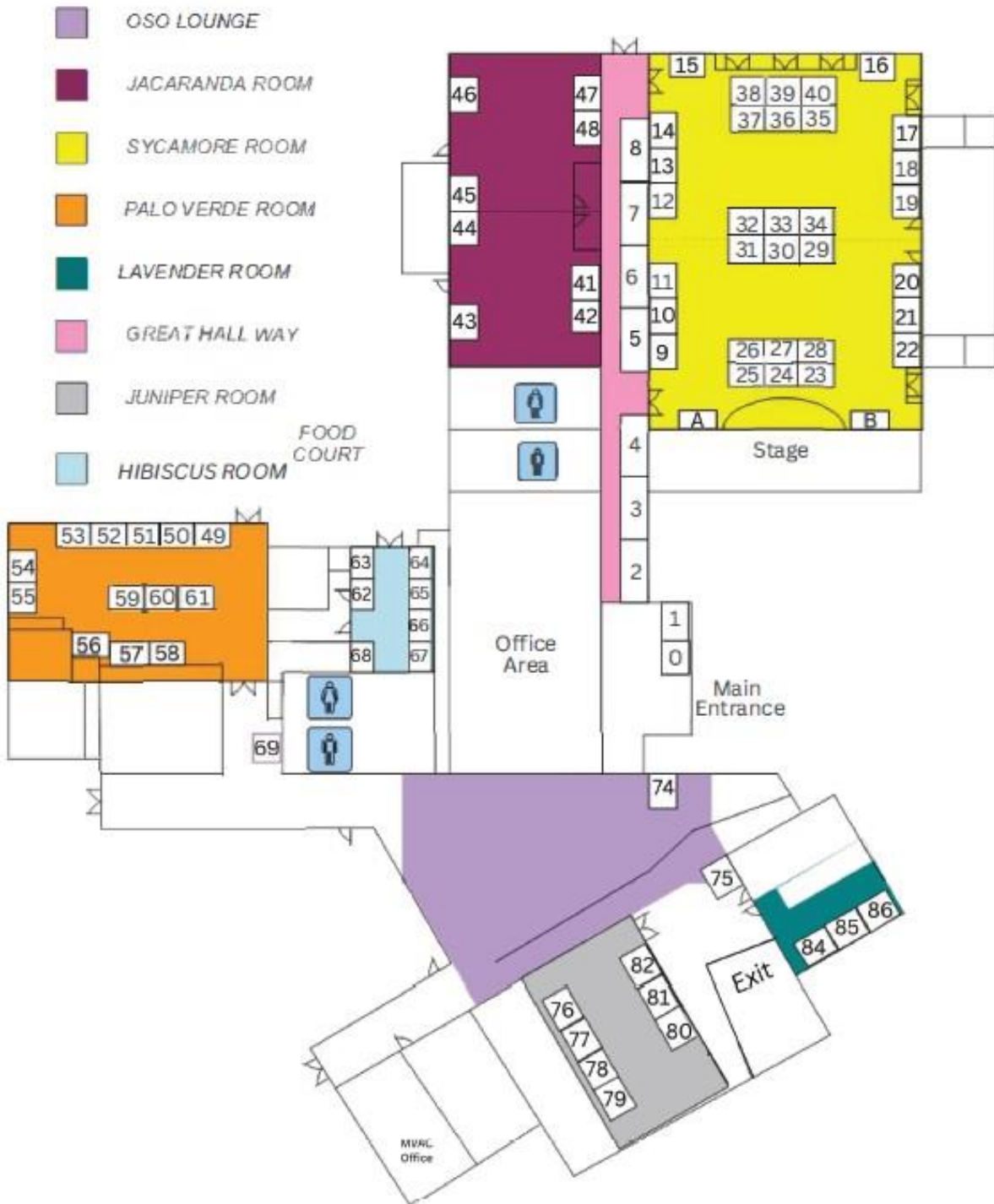
**Cancellations March 23<sup>rd</sup> 2025 & after**

**NO REFUND**

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

# Boutique Booth Space Map

Norman P. Murray Community & Senior Center  
 24932 Veterans Way, Mission Viejo, CA 92692  
 (949)830-7066



# Frequently Asked Questions

1. What is a juried show?
  - a. We will have a panel of Committee members (odd number) judge your submitted pictures to see who best meets the criteria.
2. Does MVAC provide tables or chairs?
  - a. No, it is the vendors responsibility.
3. How many pictures of my product(s) do I need to submit? Does 1 picture specifically need to be of me in my workspace making my item?
  - a. **6** total, yes, **1 MUST be of maker in workspace.**
4. Does MVAC provide electricity?
  - a. No, there is no guarantee that that there will be an outlet in your space, however, there are many spaces that do have outlets.
5. Can I add items not pictured if I am chosen as a vendor?
  - a. Upon approval by the MVAC Boutique Committee.
6. Can I share a space with another vendor?
  - a. Yes, however, the 2 vendors must apply and be approved individually. There will be NO additional space provided. Both vendors must fit in 1 space.

Feel free to reach out if you have any additional questions. 949.830.7066  
mvac@cityofmissionviejo.org

## Important Dates

- **February 14th – Application deadline.**
- Week of February 17<sup>th</sup> – Judging takes place.
- Week of February 24<sup>th</sup> – Acceptance EMAILS will be sent
- March 3<sup>rd</sup> – 22<sup>nd</sup> – Cancellations **in writing** will be accepted (**\$25.00 fee**)
- March 23<sup>rd</sup> and after – Cancellations receive NO REFUND
- (Friday) April 4<sup>th</sup> – Boutique Setup 4:00-9:00pm
- (Saturday) April 5<sup>th</sup> – Boutique