



**2019 Vendor Application for MECA Art Fair  
Saturday 7/6 and Sunday 7/7**

For questions please contact MECA @ [info@mecaor.com](mailto:info@mecaor.com)  
Application and fees to be received no later than June 17th 2019 5pm

Vendor Name: \_\_\_\_\_

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

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

Email Address: \_\_\_\_\_

Products offered \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**VENDOR FEE: \$85 PER VENDOR**

Vendors will be required to bring their own tent or to share a space.  
Tent requirements are that it must be white. Spaces available up to 10'x10'

Would you be willing to share a space: Yes \_\_\_\_\_ No \_\_\_\_\_

Would you need to share a space: Yes \_\_\_\_\_ No \_\_\_\_\_

**FOOD TRAILER FEE: \$85 PER VENDOR**

Food Vendors: Are you a trailer? Yes - Size \_\_\_\_\_ No \_\_\_\_\_

**WINE VENDOR FEE: \$85 PER VENDOR**

Make Checks payable to: MECA

Please review the terms and conditions. This application is not a guarantee of acceptance as a vendor. Once we have reviewed your application and received and processed full payment we will notify you of confirmation.

*I have read and agree to the contents of the **MECA Art Fair Vendor Information** that has been provided. I have enclosed my payment and completed application.*

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

Return this form and payment in person or email the signed application and we will bill you online:  
MECA Gallery - Art Fair, 646 NE Baker Street, McMinnville OR 97128  
[info@mecaor.com](mailto:info@mecaor.com) 503-435-0734

\*\*\*\*\* Office Use Only \*\*\*\*\*

Date Rec'd: \_\_\_\_\_ Amount Rec'd: \_\_\_\_\_

Approved By: \_\_\_\_\_ Space # \_\_\_\_\_

## MECA Art Fair Vendor Information & Terms and Conditions

**Vendor Selection:** Applications are due by June 14h, 2019 5pm. Vendors are selected based on merchandise, product variety and appropriateness, experiences and loyalty to MECA and space availability. Vendors will be notified when their application has been accepted for the event. MECA does not discriminate on the basis of race, color, national origin, ethnicity, sex, religion or disability.

**Food Vendors:** Submit a copy of your Food Vendor License along with your application. Food vendors are expected to comply with health regulations. For information about obtaining a license, contact the Yamhill County Health Department at 503-434-7525.

**Wine Vendors:** Submit a copy of your Alcohol Service Permits along with your application. Wine vendors are expected to comply with all OLCC regulations and MECA's requirements for serving alcohol. For information about obtaining a license, contact the Yamhill County Health Department at 503-434-7525. All attendees over 21 will be given a wrist band for identification that their proper identification has been validated.

**Booth Setup:** Booth setup is from 8:00 am to 9:30 am on July 6th and July 7th. There will be blocked off spots for vendor unloading in front of the parking lot on 7th Street - please unload and promptly move your vehicle. We also ask that you park your vehicle during the fair at least one block away, so that there is street parking for our patrons.

**Space Allocation:** Vendor space assignments will be available onsite from the Vendor Coordinator on July 6th 2019 upon arrival. We cannot guarantee a specific space. Vendor spaces are approximately 10'x10'. Vendors must furnish their own tents, tables, cords and displays.

**Hours of Operation & Cleanup:** MECA Art Fair is on July 6th and 7th from 10am - 5pm. Vendors are responsible for cleaning their area. **Assigned areas must be cleaned and booths taken down by July 7th 6:30 pm.**

**Electricity/Water:** Electricity and Water have limited availability. There is no commitment to be able to offer vendors access.

**Damage or Stolen Property:** MECA will not be liable for any damage or stolen property. Security will not be provided and it will be up to the vendor to secure their property in their space for the entire time of the event.

**Alcoholic Beverages and Smoking:** MECA will have vendor wineries inside the gallery and will be limited to the gallery. All over 21 guests that would like to purchase wine will be required to wear a band identifying that they have proven eligibility to be served alcohol. There will be a designated space for smoking. No marijuana is allowed.

**Rights of Refusal:** MECA Gallery, a DBA operating under the McMinnville Event Center LLC, is a private entity. It reserves the right to refuse any applicants from the event for any reason.

**Disclaimer:** MECA Art Fair is a rain or shine event. No refunds will be given. MECA makes no representation as to the number of paternal event attendees and assumes no liability for any financial loss due to vendor's operations the event.

**Hold Harmless and Indemnification Agreement:** We, the undersigned for and in consideration of permission and space to participate in MECA Art Fair, agree to indemnify, hold harmless and defend MECA Gallery, McMinnville Event Center, LLC, McMinnville Center for the Arts, its officials, representatives, agents, servants, employees, volunteers, and musical artists from and against any and all claims, actions, lawsuits, damages, judgements, liability and expenses, including attorney fees and litigation expenses, in whole or in part arising out of, connected with or in any way associated with my/our activities preparing for MECA Art Fair, participating in MECA Art Fair or departing from MECA Art Fair. I have read and fully understood the above Hold Harmless and Indemnification Agreement.