



Now in our Fourth Year

Saturday, October 12, 2019, 9:00 a.m. – 6:00 p.m.

Hesperia Civic Plaza Park  
15833 Smoke Tree St. Hesperia, CA 92345



Presented by **Wordsmith Productions**, a 501c3 nonprofit  
(Formerly Victor Valley Arts & Education Center)  
[www.highdesertbookfest.org](http://www.highdesertbookfest.org) \* [hdbookfest@gmail.com](mailto:hdbookfest@gmail.com) \* (323) 388-3962

**AUTHOR/ EXHIBITOR APPLICATION & INFORMATION PACKET** ([app on last page](#))

**WELCOME!**

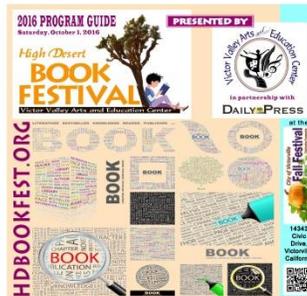
We are pleased to be planning for our *Fourth Annual High Desert Book Festival*. Our goal has always been to promote advanced access to the arts in the Mojave High Desert and surrounding Inland Empire.

We will once again have a series of white tents (similar to the L.A. Times Festival of Books), and provide each exhibitor with a tent, table and chairs. This year, for a lesser price than the tent, we are also offering the option of exhibitors having table space under a large communal tent sitting next to other authors. This is an option offered at many book festivals, including the Tucson Book Festival.

We hope to also have another newspaper supplement, similar to the **32-page Daily Press newspaper supplement** we had in 2016. We will keep you posted on that in terms of advertising options.



2016 High Desert Book Festival



## CRITICAL POLICIES:

ALL exhibitors must sell or promote books, book-related products or advance / promote an educational, literacy, or literary subjects. Exceptions are made on an individual basis and major sponsors are exempted. Wordsmith Productions reserves the right to allow or refuse participation by any author, company or organization at its sole discretion for any or no reason. Should your application be declined, we will immediately notify you and refund your payment.

Given that our prices are so much more affordable than most book festivals, we do not have a non-profit rate. Booths are assigned on a date-received system on the following priority basis: Sponsors, returning exhibitors, and then new exhibitors.

Only the last of the four pages is the actual application. Your signature acknowledges that you have read all four pages. If mailing, please only send the application page.

## AUTHOR / EXHIBITOR APPLICATION (app on last page):

### TENTS

Early Bird (by JUNE 1)	10x10 Tent: <b>\$200.00</b>	10x20 <b>\$350.00</b>
After June 1	10x10 Tent: <u>\$225.00</u>	10x20 <u>\$400.00</u>

### TABLES:

(A four-foot space EITHER at an 8' table OR an individual 4' table... based on availability)

Early Bird (by June 1)	<b>\$100.00</b>	After June 1: <u>\$125.00</u>
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There is a **max of two** individual authors per tent (**for the same fee**). Approved nonprofits, companies, organizations, and clubs representing groups of authors/writing professionals, can have more people per tent for the same fee. Registration cannot be transferred. **Your tent package includes:** a tent/space within the High Desert Book Festival; one six-foot table, two chairs, and a trash can. **TABLES** (the space at a table and a chair). There are no shared tables; one author and his/her materials.

All authors bring their own table cloths and decorate as they wish. Authors receive a 50-word description in our Festival Information Pamphlet handed out that day (and in the Newspaper Supplement if we do one). All authors will be listed on our book festival website with a link to their websites.

There may be more advertising and promotional opportunities if we do the newspaper supplement.

1. **Registration Deadline:** Based on availability, we anticipate accepting registrations up to three days before the festival.
2. **Set-up:** Oct. 12: arrive as early as 7:00 a.m. ~ Breakdown: 6:00 p.m.
3. A copy of a current CA **Seller's Permit** (if applicable) must be included when application is submitted or at least one week before the festival.
4. **Area:** Exhibitor's displays and merchandise must stay within the space; lightweight posters and banners may be hung from the pole of the tent; **no adhesives** on the sidewalls (if there are sidewalls).
5. **There is NO ELECTRICITY.** Please consider buying portable phone chargers.

**Right to Refuse:** We reserve the right to reject any application for any reason, refund and cancel the application or ask an exhibitor at the festival to leave the premises.

**Permission to Photograph and Record:** The parties agree that Wordsmith may take photos, make audio and video recordings of exhibitor at the HDBF, and include portions of such recordings or photography in any of the presenter's media publications, printed and/or online. No such recordings or photographs will be used for commercial purposes without the exhibitor's further written permission.

**Publicity:** Exhibitors agree that Wordsmith is entitled to publicize their participation at the HDBF to the public utilizing all materials provided by exhibitor or available online, using all forms of media and marketing (online, radio, print, etc.). Exhibitor may provide the presenter with a media packet with

photos, biography, any preferred introduction script, videos and recordings to help promote the exhibitor and event. Exhibitor is likewise free to publicize their attendance.

**Promotion/Press:** Exhibitor agrees to make him/herself reasonably available for interviews related to their appearance at the **High Desert Book Festival** by phone or in person (at a location and time of the exhibitor's choosing) prior to the event and before/after the presentation at the venue on the day of the event.

**Book Signing:** Exhibitor must notify Wordsmith if they intend any book signings, giveaways or readings that would involve lines outside of their defined space. Exhibitor would need to provide staff/volunteer support to ensure the flow of open walk space is not affected.

**WHAT CAN BE SOLD:** Exhibitor sales are limited to the sale of books, CDs, DVDs and any other merchandising directly related to their craft, books, and marketing information about themselves or their organization. There are no food sales, or donation solicitation within the book festival area without the advance permission of Wordsmith. All exhibitors must submit a copy of their current California Seller's Permit with the application (OR at least one week before the festival) and nonprofits must supply their EIN.

This is an outdoor festival and all flyers and literature must be properly secured so as not to fly away. The High Desert can get "very" breezy. Booths must be staffed at all times. There is a maximum of two exhibitors to a booth (for the same fee). The event is from 9:00 a.m. to 6:00 p.m.; booths cannot be dismantled before 6:00. We would ask your cooperation with emptying your wastebaskets and ensuring the booth area is left clean and free of any trash.

**AGREEMENT AND RELEASE OF LIABILITY:**

This release includes all Wordsmith Productions staff, volunteers, committee members and board of directors. Exhibitor understands that recreational activities can be hazardous and is voluntarily participating in these activities with knowledge of the hazards involved and agrees to accept any and all risks of injury or death. Neither the City of Hesperia, Hesperia Parks and Recreation or Wordsmith Productions is responsible for participants' injuries or damages occurring from "hazardous recreation activities" (CA Government Code 831.7). \* None of the parties mentioned provides participants with medical insurance or treatment for injuries. Exhibitor agrees to hold harmless and release all the parties heretofore mentioned, its officers, agents and employees from any and all liability arising from or related to participation in the High Desert Book Festival. This release includes, but is not limited to, all liability for all degrees of personal injury or property damage and/or any defective or hazardous condition of any property or equipment owned, operated, leased or maintained by the aforementioned parties. The exhibitor is responsible for any loss, theft or damage of personal or city equipment, articles and/or facilities while using said equipment, articles and/or facilities. This exhibitor application and Agreement and Release of Liability are signed with the full knowledge of all members representing your party.

**In ADDITION,** The undersigned certifies that the application has been read and understood and any statements made in connection with the application are true and accurate. The applicant agrees to comply with all the rules and regulations established by Wordsmith as stated on this application and our Exhibitor Manual. Exhibitor also acknowledges that failure to abide by the requirements and rules will jeopardize future participation in events held by Wordsmith Productions, as well as the possible removal from the event.

**Mail** the completed application to: Wordsmith Productions, **15555 Main Street, Suite D4-569, Hesperia, CA 92345**. Make checks payable to: Wordsmith Productions. There are **NO REFUNDS** unless the book festival is cancelled. This is an outdoor festival and will take place rain or shine. OR... Complete the fillable form on the website after reading this.

# 2019 HIGH DESERT BOOK FESTIVAL

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[www.higdesertbookfest.org](http://www.higdesertbookfest.org)

## AUTHOR / EXHIBITOR APPLICATION (use additional sheet if needed)

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

Company/Organization \_\_\_\_\_

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

Authors/Representatives Attending: \_\_\_\_\_

Brief Description of you or your organization: \_\_\_\_\_

Title of your book(s) or services: \_\_\_\_\_

CA Seller's Permit #: \_\_\_\_\_ Nonprofit ID#: \_\_\_\_\_

Cell #: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Website: \_\_\_\_\_ Twitter: \_\_\_\_\_

### PAYMENT for:

\_\_\_\_ TABLE(S) \$ \_\_\_\_ // \_\_\_\_ 10X10 tent(s) \$ \_\_\_\_ // \_\_\_\_ 10x20 TENT(S) \$ \_\_\_\_

My check for \$ \_\_\_\_\_ is attached  I paid via PayPal  Charge my Credit Card -I am the authorized user (payment processed via PayPal). DO NOT fill this in if you paid online.

Name on Credit Card: \_\_\_\_\_

Credit Card # \_\_\_\_\_ Exp Date \_\_\_\_\_ CRV \_\_\_\_\_

CC Auth Sig: \_\_\_\_\_

BILLING ADDRESS (if different than address above): \_\_\_\_\_

\_\_\_\_\_ City, State, Zip \_\_\_\_\_

**APP SIG:** \_\_\_\_\_ **DATE:** \_\_\_\_\_